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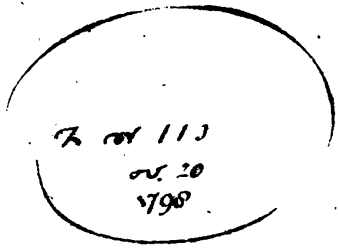

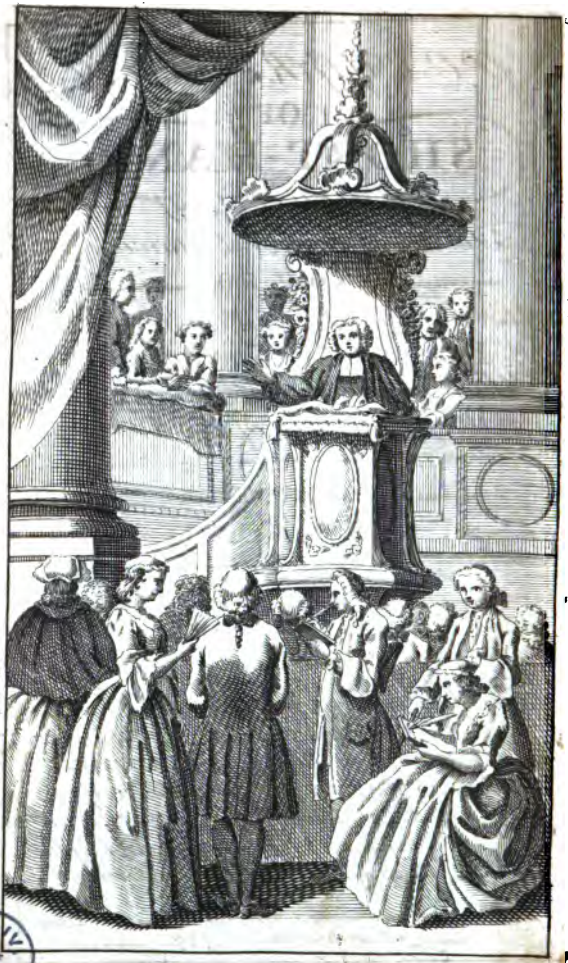

POLYGRAPHY
or
SHORT-HAND
MADE EASY
To the meanest Capacity:
Being an
UNIVERSAL CHARACTER
Fitted to ALL Languages:
Which may be learnt by this Book, without the help of a Master:

Invented by
AULAY MACAULAY.

LONDON.

Printed for the **AUTHOR**, *and Sold by him in the Square, Manchester:*

Also Sold by **T. OSBORNE**, *Gray's Inn;* **A. MILLAR**, *Strand;* **R. HETT**, *Poultry;* **E. COMYNS**, *Royal-Exchange;* **I. HINTON**, *and* **I. RIVINGTON**, *St. Paul's Church Yard;* **R. DODSLEY**, *Pall-mall;* **W. SANDBY**, *Fleet Street, Booksellers in* **LONDON**. *And by the Booksellers in Great Britain and Ireland.*

Published according to Act of Parliament, November the 30. 1747.

In order to preserve my property in this Book, as well as to prevent y^e^ Publick from being imposed upon by spurious Editions; I hereby declare that I shall sign my Name to all that are genuine; & whoever presumes to pirate my Book, will be prosecuted with the utmost Rigour.

A: Macaulay

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GEORGE R.

George the Second, by the Grace of God, King of Great Britain, France, and Ireland, Defender of the Faith, &c. To all to whom these Presents shall come Greeting: Whereas Au-bay Mac-au-bay hath humbly represented unto Us, that he hath with great Labour & Expence, written & engraven, & fitted for y^e Press, a Book containing Rules & Characters for writing Short-hand, after a new Method of his own Invention, entitled Polygraphy, or Short-hand made Easy to y^e meanest Capacity, & has humbly besought Us to grant him our Royal Privilege & Licence for y^e sole printing & publishing y^e said Work for y^e Term of Fourteen Years: We, being willing to give all due Encouragment to Works of this Nature, are graciously pleased to condescend to his Request, & We do therefore, by these Presents so far as may be agreeable to y^e Statute in that behalf made & provided, grant unto him, y^e said Au-bay Mac-au-bay, his Executors, Administrators & Assigns, our Licence for y^e sole printing & publishing y^e said Work, for y^e Term

of Fourteen Years, to be computed from y^e^ Date hereof, strictly forbidding all our Subjects within our Kingdoms & Dominions, to Re-print or Abridge y^e^ same, either in y^e^ like, or any other Volume or Volumes whatsoever, or to import, buy, vend, utter or distribute any Copies thereof Re-printed beyond the Seas, during y^e^ aforesaid Term of Fourteen Years, without y^e^ Consent or Approbation of the said Au-lay Mac-au-lay, his Heirs, Executors & Assigns, under their Hands & Seals first had & obtained, as they will answer y^e^ contrary at their Perils: Whereof y^e^ Commissioners & other Officers of our Customs, y^e^ Masters, Wardens, & Company of Stationers, are to take Notice that due Obedience be rendered to our Pleasure herein declared. Given at our Court at S^t^ James's, y^e^ Fourteenth Day of November, 1746, in the Twentieth Year of our Reign.

By his Majesty's Command,

HOLLES NEWCASTLE.

The Certificate.

We whose Names are hereunto Subscribed, declare, that we have seen a little Boy, both write Aulay Macaulay's Short-hand, & read it as distinctly as if what was therein contained had been penned in common hand writing, & we have been credibly informed, that this Boy was taught ye Art in four lessons, at a time, when he was not quite arrived to ye Age of seven Years & an half; & ye Boy himself told us, that he should not be eight Years old till ye 30th of Jan.y 1746:

John Jobse Esq.r Gen.l Post Office London;

John Butler, Southwark, Gent.
Joseph Stanton, Friday Street, Gent. } Attorneys at Law.

Edw.d Rowe Mores, Queen's Coll. Oxon.

James Crokatt, Cloak Lane, Merchant.

A. Maclane, Cheapside.
D. Maclane, Newgate Street. } Linnen Drapers.
Wm Grace, St. Martins le Grand.

John Savill, Cateaton Street.
Rich.d Holden, Bartholomew Lane. } Warehouse Men.

Michael Bland, Watling Street.

Wm Stevens Junr. Queenhith. Malt Factor.

Jonathan Clarke, King Street.

Advertisement.

There is a Notion prevails among many People, to y^e^ prejudice of all kinds of Short hand; which is this. That when a Person sets down a Memorandum in his pocket Book in Short-hand, it is lost, in case of Death or any other accident, to y^e^ rest of y^e^ World, though it may contain things of great Consequence to other People. But when this is rightly considered, it will be found a very strong recommendation of my Art; for I affirm, and y^e^ Certificate annexed to this Book, sufficiently proves y^e^ truth of what I affirm, that if any Person makes use of my long Short hand, which he will certainly do, in case he designs that what he writes should be read by another Person, it will be as legible to any one acquainted with this Art, as if it was writ in Round Hand. But, if Gentlemen think fit to invent and use abbreviations of their own with a View to keep what they write as a secret from the rest of Mankind, this can be no sort of objection to my Method, which is entirely fitted for general Use, and not for private, or particular Conveniency.

To the Reader

The following concise System of Short-hand, which I hope will appear as easy, as I am sure it will prove useful, was not y^e effect of a sudden thought, or y^e hasty issue of a bold & happy Invention. I had a strong notion of y^e many advantages that might be derived from Short-hand; I found many difficulties in using those already invented. This put me upon thinking of a new Short-hand; and what cost me several years trouble & meditation, I have freely & faithfully imparted, in a few^w. number of Pages, the contents of which may be speedily acquired; as is sufficiently demonstrated, by y^e little Boy before mentioned. The chief difficulties I found in y^e Short-hands already published, were y^e obscurity, length, and number of their Rules; the uncertainty, confusion, and perplexity of their Characters; the long practice necessary to be able to write, the pain & labour requisite to read at any distance of time, & above all, y^e heavy burthen, imposed on the Memory, which made it equally tedious to learn this Art, and impracticable to retain it. My view therefore was to find out a Short-hand as swift as any of these, and yet unembarrassed with such inconveniences. In order to this, I considered that Short-hand, was no more than a contraction of y^e long, and this put me upon considering the Alphabet, in which, as y^e whole secret of writing lies, so I began to imagin, that I might find there y^e secret, of short writing also. A little attention convinced me, that I was not mistaken,

and, that y^e composing of a new Alphabet, of easy, simple, and distinct Characters, would go a great way towards answering my End. — After I had formed an Alphabet, I found that Characters for double & treble Consonants, were likewise necessary, and, at y^e same time saw, that my stock of plain & distinct Marks from straight & curve lines, was exhausted, I then bethought my self, that they might be three ways varied by y^e alteration of size, & once, by y^e change of place. By repeated trials, I found this Method answer, & placed the double & treble Consonants so, as that they might be wrote with y^e same facility & distinctness, and yet with y^e very same Characters, that I had employed to represent y^e Alphabet. — One of the best Rules in other Short-hands, I found to be dotting for Vowels, which, in comparison of ordinary writing, is certainly very expeditious: but perceiving, that taking of y^e Pen, & considering where to place y^e Dot, was equal to one stroak, y^e dot it self another; & returning to begin y^e next Character taking more time than was necessary, to a third, I resolved, to drop that way, and to insert y^e Vowels; which, at y^e same time that it makes my Short-hand much more legible, renders it also quicker and more convenient. — As for arbitrary Characters, I found, that in every profession, numbers of them were necessary for technical terms, w^ch embarrassed the Art exceedingly, indeed, split it into several, so that y^e Divine stood in need of one, the Lawyer of another, the Physician of a third, &c. &c. &c. and, that to comprehend, & use them all, was beyond y^e power of Memory; —

and reflecting a little upon this, I found, that, except using ye Characters before established for the commonest Words, there was no need at all for these arbitrary Characters. — By reflecting further upon this, I found, ye terminations also might be dispensed with, and, that my Short-hand, being as perspicuous as the long, would admit of the same contractions, without creating, either embarrasment, or confusion in short, that, by writing ye radical part of a Word of many Syllables, such as, corrup for corruption, abom for abominable, confed for confederate, extrav for extravagant, legit for legitimate, orig for original, congrat for congratulate, I might as necessarily required, shorten my Short-hand, so as to make all ye dispatch necessary, & yet leave it clear and legible. — Upon these Principles, founded in ye nature of ye Art, in ye nature of things, & in ye relation of Characters, to Ideas, I framed this new Method of Short-hand, the practice of which, as I am thoroughly convinced from my own experience and that of many others, soon begets such a habit of writing with ease & reading without difficulty, by ye spontaneous occaring of Characters to ye Mind when excited by ye Ear, and to ye Memory when presented to ye Sight, as effectually removes all ye difficulties, that formerly affected this way of expressing Words. — A long Introduction to a concise Method, would be equally unnecessary & absurd. — In the following Pages, all that I know, & all that is necessary to be known, will be found as plainly, and as succinctly set down, as it was in my power to give

it, and that the Reader may reap the same advantages therefrom, that he expects, that I have promised, and that I am perfectly sensible, may be attained, is the wish and prayer of

His obliged and grateful
humble Servant,

A. MACAULAY.

Introduction.

The very name of Short-hand expresses its nature; it has the same relation to Speech that ordinary Writing has to Sentiment; and, as y^e latter serves to inform another of what we think, so y^e former enables us to preserve what is delivered by a Speaker. Besides, Short-hand has many other uses, & therefore we need not wonder if in an Age so active & enterprizing as this many attempts have been made to carry this Art to y^e utmost height of perfect^n. This must necessarily consist in y^e having but a few Characters, that the Memory may not be burthened; that they may be quickly made & easily joined, that y^e Hand may not be retarded in its expedition, & so clear in themselves, that they may be known at first sight.

To attain these Ends, I have used my utmost endeavours; & from y^e following Tables, the Learner will see that I make use of as few Characters as possible; that they are as simple as can be imagined; that they are joined with y^e greatest facility; & so distinct as not to occasion y^e least hesitation in the Reading.

In order to acquire this Method, only those Characters & their Significations, w^ch are contained in y^e 8^th & 9^th Pages of this Book, are to be got by Heart; after that y^e Learner is to exercise himself in Reading and Copying y^e Specimens, which will put an end to all his Labour, & make him imperceptibly Master of an Art, which at first sight he might scarce think it possible to attain.

This is all I have to say by way of Introduction; I put y^e whole of my Cause upon the Learners diligence & attention, & dare then boldly appeal to his own experience for the truth of every Syllable I have advanced, either here or in my proposals as to y^e advantages of my Method.

The Alphabet and its use.

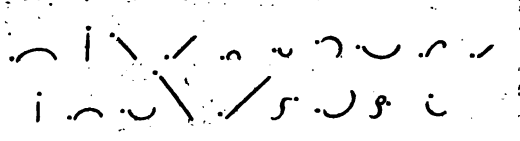
In assigning Characters for ye common Alphabet, I have taken all possible care to render them easy, distinct, & Convenient, which are ye Chief things requisite in a Short-hand; that is, not only to be Written with speed, but to remain always legible.

It's very possible that at first sight they may appear uncouth to a Learner; but by taking three at a time, and Writing them two or three times over, ye whole will be much sooner acquired and retained than can well be imagined.

These Characters are to be considered in a double light: first, as representing ye Letters of ye Alphabet, of which, a, o, and a have double Characters to Facilitate their joining.

Secondly they are also Arbitrary Marks for ye Words that are against them; for wch they always stand, when by themselves; but, when nearly situated or joined together, they are to be read as Letters, except in those Words that they Stand for when compounded with others.

The following Characters have points placed before them, to shew where they are begun, that they may be ye more readily made; as to ye perpendicular strokes, they are begun at either end as will best join with ye succeeding Characters.



The Reader is to observe, that in this & ye following Tables, I have placed all ye Characters on my Method in Alphabetical order, wth no other Intention than that ye Learner may more readily find any of them he may in doubt about, when he first attempts to Read ye Specimen; byt would recommend ye 2nd & 3d Pages, as ye most expeditious way attain this Art, these Characters being there placed in a Comparative position.

a		a, and	o		othernwise
b		but	p		put
c		come	qu		question
d		do	r		right
e		he, ever	s		said
f		for	t		to
g		God, give	u		upon
h		him, have	w		unto
i/j		in	v		very
k		keep	w		with
l		Lord, let	x		expect
m		me	y		you
n		not	z		zeal
o		out			&c

Of the Double and Treble Consonants.

The same Ends, that were considered in y^e Alphabet, are kept in view also in the double & treble Consonants, which are all placed above y^e line, whereas y^e single Consonants are all upon it.

These likewise serve in a double Capacity that is, as Consonants when joined, or when in y^e middle or termination of Words they stand disjoined, but as Arbitrary Charact^rs for Words, when alone, so that it is impossible to mistake either in useing or in Read^g them.

These are also to be Written by three at a time, till y^e Learner is become perfect, that is to say, can readily make them, & easily distinguish them when made, in both Capacities, that is, as Consonants, & as Characters.

N.B: This Art has been very much perplexed by y^e use of Arbitrary Characters, of which, except those four at y^e head of y^e next page, I have none: For, as y^e Letters of y^e Alphabet & y^e double & treble Consonants must be remembred, y^e making these answer y^e end of Arbitrary Characters for common Words begin^g with the same Letters makes them y^e more easily retained.

The following Characters are begun where the dots are prefixed:

nd		hand
of		off
to		ing
ts		ings
bl		bleſs
br		brought
ch		child
cl		clear.
cr		crown
dr		drove, drive
dw		dwell
fl		flame
fr		from
gh		ght, ghost

gl		glad, glory
gn		gnash
gr		great
kn		know
ph		phantaſtick
pl		plain
pr		practice
rh		rhyme
sc		ſcorn
sh		ſhall
sk		ſkill
sl		ſleep
sm		ſmall, of
sn		ſnuff, of
sp		ſpoil

The Figure Characters and their Use.

As no Straoke can be more simple than my Figure Characters, consequently they may be much quicker made than the common Figures; as is evident from the following Numbers, of which the Reader will be a judge, the Numbers being first specified in the common Figures, and my Figure Characters placed underneath them, which represent the same Numbers:

1	2	3	4	5	6	7	8	9	0

10	11	12	13	14	15	16	17	18	19

20	21	22	23	24	25	26	27	28	29

30	40	50	60	70	80	90	100	101	102

And in y^e same manner all other Numbers may be Written. If it were required to set down the following Number, 4,343,434, it is expressed by my Characters in the Letter M, which Number you know, being Written in full length, Contains the following Words, Four Million, three Hundred and forty three Thousand, four Hundred and Thirty four. It is hardly possible to Conceive how many different Numbers may be Signified in the Letter M, only by changing or adding Characters at the begining or ending.

squ		square	spr		spring
st		stand	str		strong
sw		sweet	thr		through
th		the, thee.	thn		thwart
tr		trust			
tw		twinkle	1		one
wh		which	2		two
wr		wrong	3		three
Chr		Christ	4		four
phr		phrase	5		five
sch		scheme	6		six
scr		scrip	7		seven
shr		shroud	8		eight
skr		skreen	9		nine
spl		splend	0		cipher

The whole Art in one View

Shewing, that the same Characters, when placed above the Line, differ in Signification from those upon it.

a and	i in	h him, have	d do	m me	v very
gl glad, glory	pr practice	gr great	wh which	st stand	fl flame
a and	t to	l lord, let	g god, give	y you	
th the, thee	tr ch trust, child	pl plain	ph phantastic	spr spring	shr shroon
b but	p put		o out	u upon	k keep
bl bless	st sleep		sm small	dw dwell	
c come c			o otherwise	u unto	qu question
spl splend c			sn snuff	scr scrip	

r right	f for		ff from	hn knowl	a and, gl
cl, str clear, strong	sch scheme	chr christ	gh, ght ghost	ts ings	o of. sm
s said	n not	w with	squ square	shr shroud	ng of. sm
cr cronn	sh shall	sc scorne	Rest of the Characters not similar to one another.		
x expect			he, ever	&c	sh skill
thr through	phr phrase	sw sweet	x zeal	a and, th	i pr
and hand	of off	u scr	gn gnash	thw thwart	rh rhyme
br brought	wr wrong	u dw	ing	When placed near a Character	
sp spoil	dr drive, drive	tw twinkle	1 2 3 4 5 6 7 8 9 0		

A joining Table

In which Consonants precede Vowels.

ba be bi bo bu ça ce ci ço cu
da de di do du fa fe fi fo fu
ga ge gi go gu ha he hi ho hu
ka ke ki ko ku la le li lo lu
ma me mi mo mu na ne ni no nu
pa pe pi po pu qua que qui quo qu
ra re ri ro ru sa se si so su
ta te ti to tu va ve vi vo vu
wa we wi wo wu xa xe xi xo xu
ya ye yi yo yu za ze zi zo zu

A like Table

Wherein Vowels precede Consonants.

ab eb ib ob ub ac ec ic oc uc
ad ed id od ud af ef if of uf
ag eg ig og ug ah eh ih oh uh
ak ek ik ok uk al el il ol ul
am em im om um an en in on un
ap ep ip op up aq eq iq oq uq
ar er ir or ur as es is os us
at et it ot ut av ev iv ov uv
aw ew iw ow uw ax ex ix ox ux
ay ey iy oy uy az ez iz oz uz

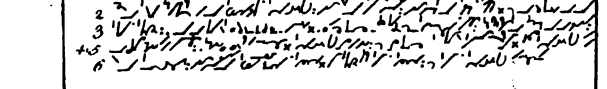
Instructions for Beginners.

As the chief End of this Art is to Write quick, some Licences, in point of Orthography, have been always claimed and Exercised therein; therefore ye Reader will observe, that the Character i is frequently used instead of that for y, and, for ye same Reason, ye Characters for s and k are found in ye place of c.

It is proper also to acquaint ye Reader, that he will meet with many Instances of Letters omitted, because not absolutely necessary to fix either ye Sound or ye Sense of ye Words in which they occur: but, though this may be done, for ye sake of quickness in Writing Short-hand, yet when it's transcribed into the common Writing, those Letters may be easily Replaced.

At the bottom of ye Page is an Example of ye first Psalm, written in a small Character, which when ye Art is throughly acquired, will be very easy, but, till then, the Learner is advised to write in a large Character like ye other Specimens, for the sake of distinctness, and obtaining a habit of making every Character Exactly.——

Psalm I. *In the Old Testament, Written in the long Short-hand:*



Remarks on the manner of Writing SHORT-HAND.

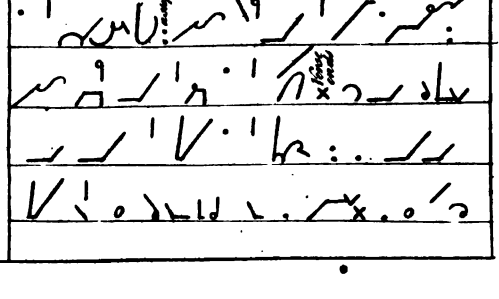
As in common Writing, by joining the Letters together, Words are compos'd; so my Characters, which represent those Letters, are in like manner equaly capable of forming any Word whatsoever if properly joined, As for Example:

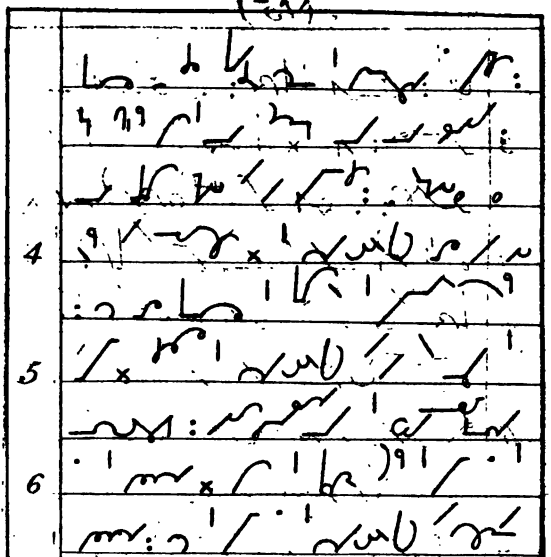
In the Word Man,

Your Character for m is made thus ⌒ *then make your Character a at the Foot of* ⌒ *as thus* ⌒ *lastly draw your Character n sloping from the a as thus* ⌒ *and in ye same way, by joining ye proper Characters together any other Word may be Written, as is sufficiently Demonstrated in ye following Specimens:*

Psalm I. *In the Old Testament,*

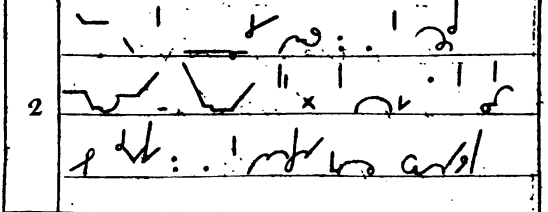
Written in the Long Short-hand, wherein all ye Vowels are included in each Word:

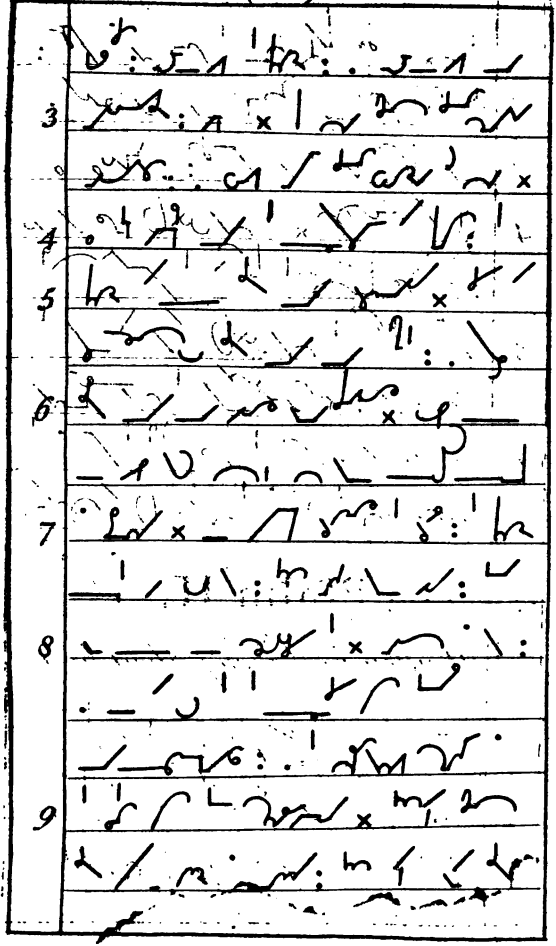




Pfalm II.

Written in the long Short-hand.





Pfalm III.

Written in the long Short-hand.

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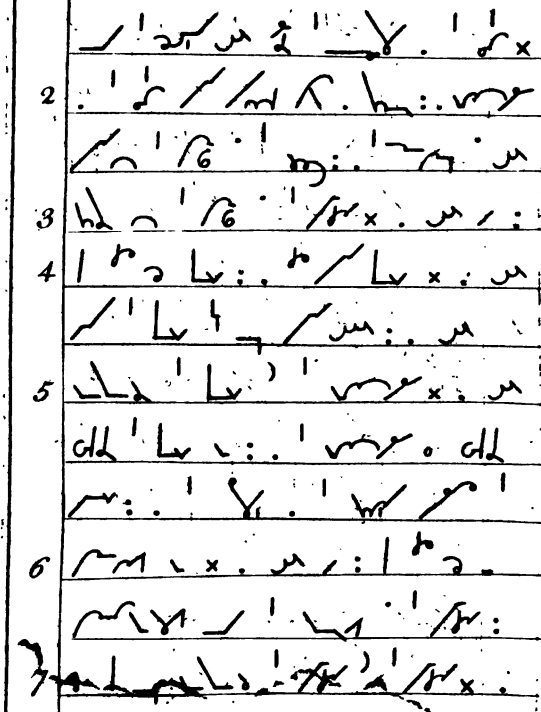
Geneſis Chap: I.

Written in the long Short-hand.



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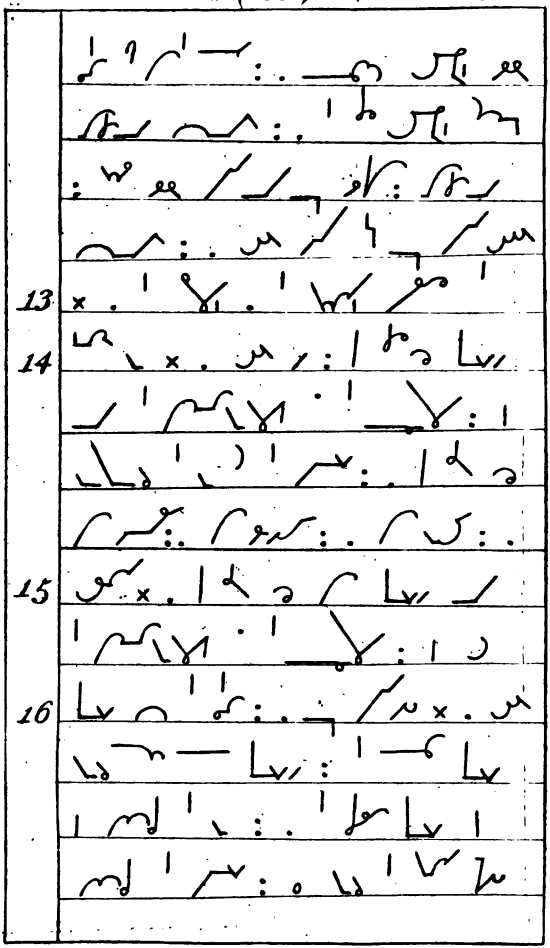

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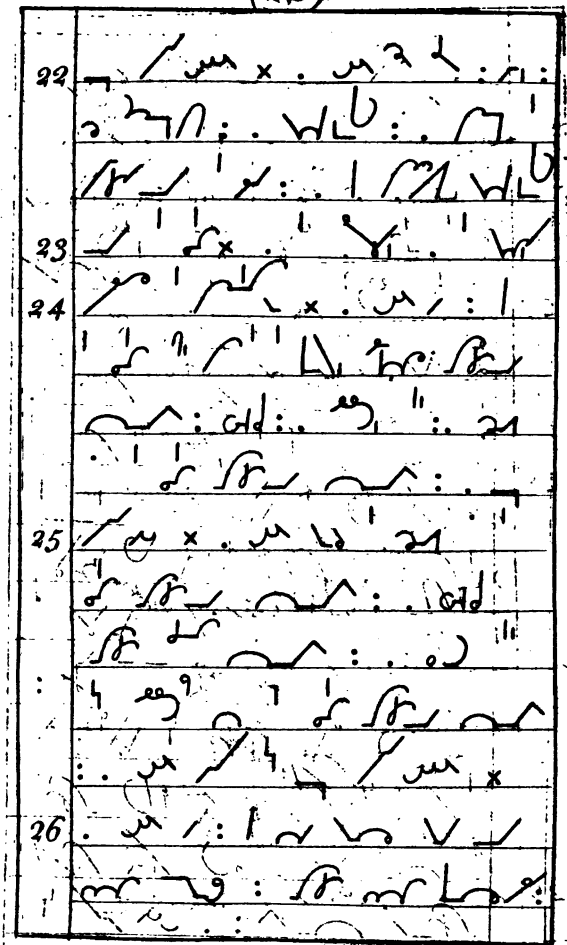

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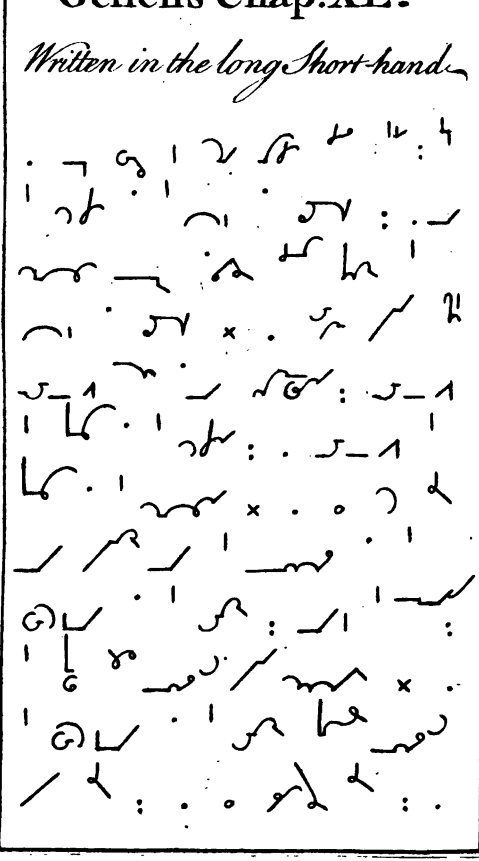
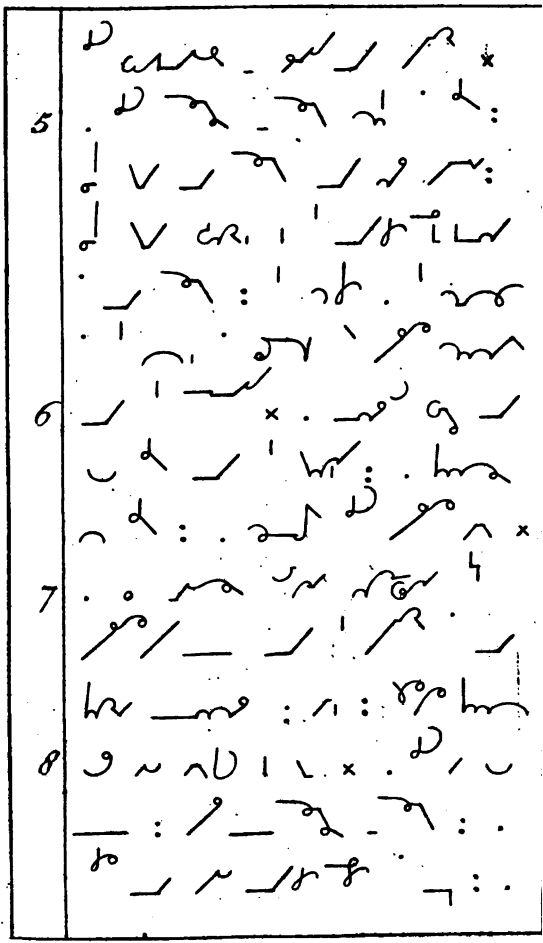
Genesis Chap: XL.

Written in the long Short-hand.





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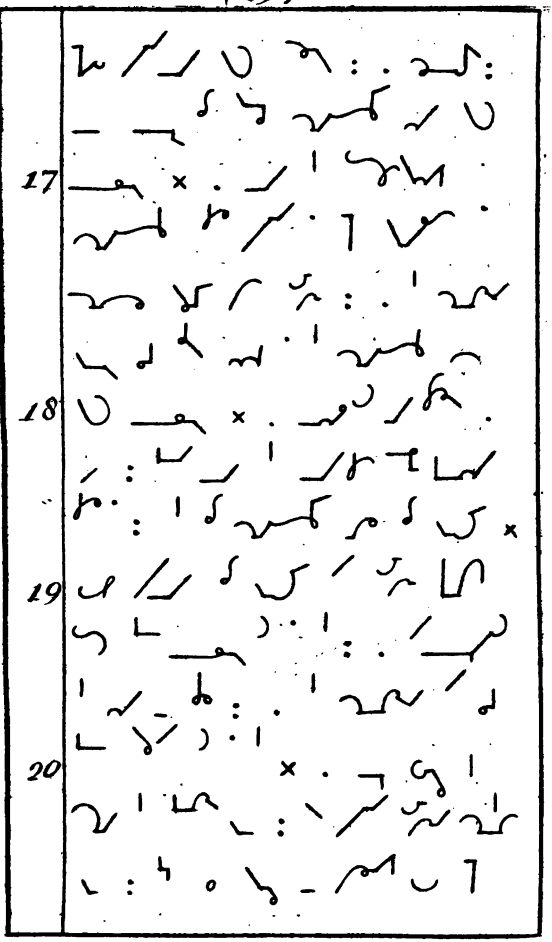
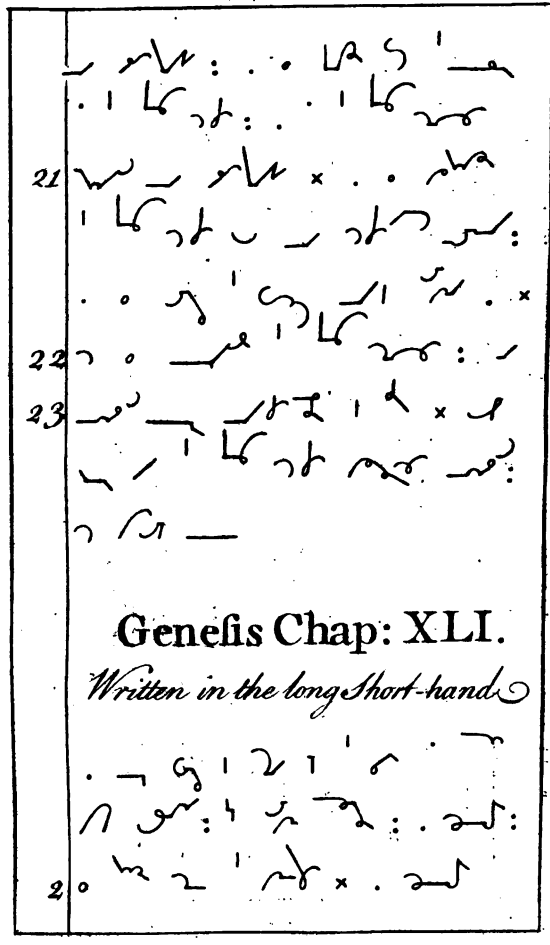
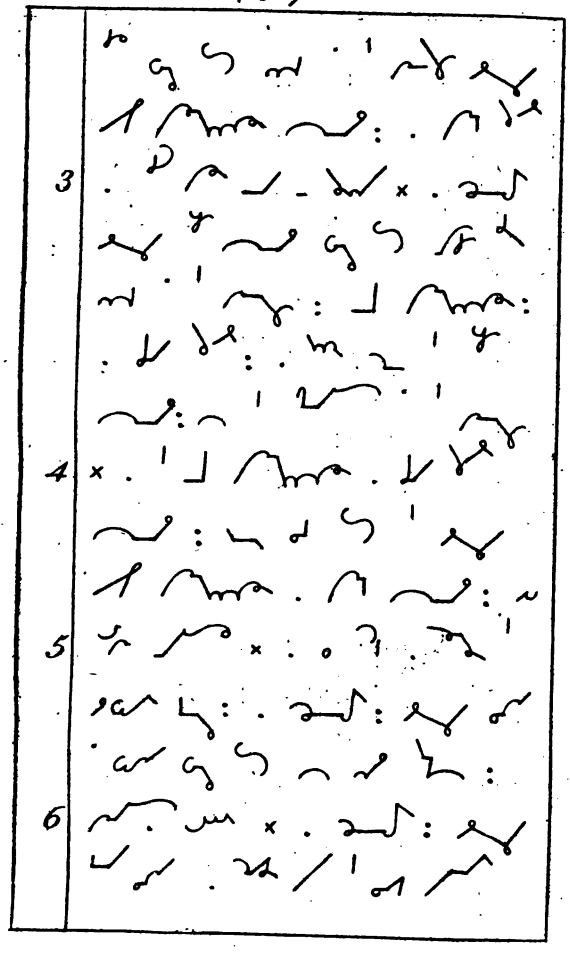




Geneſis Chap: XLI.

Written in the long Short-hand



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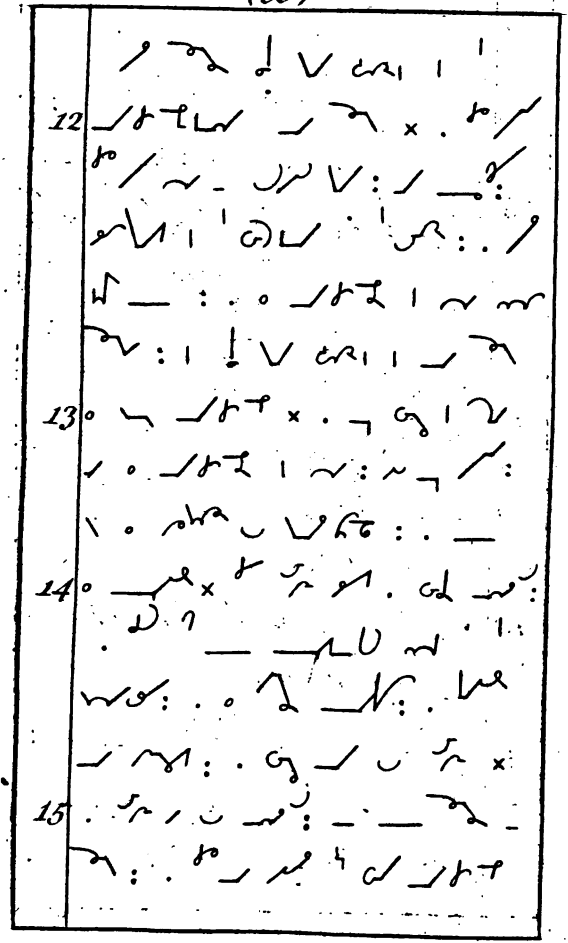
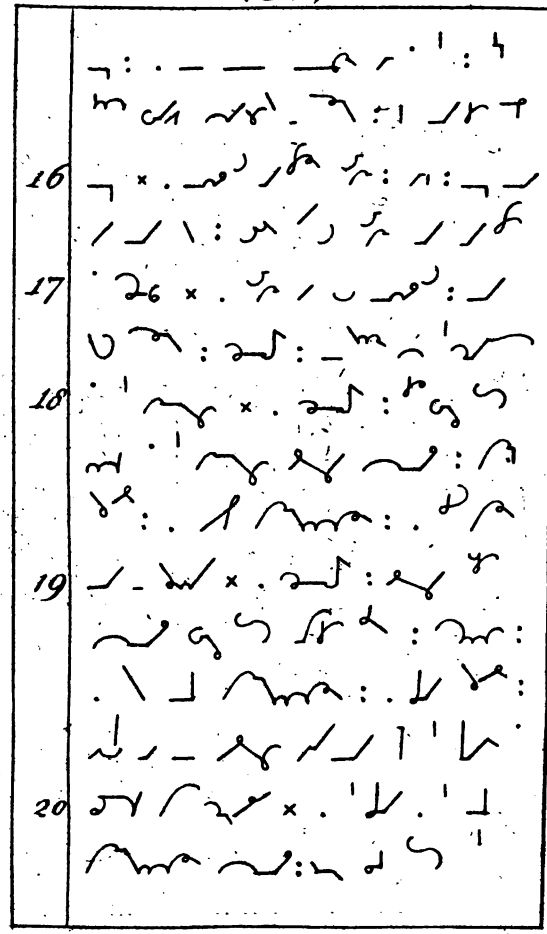
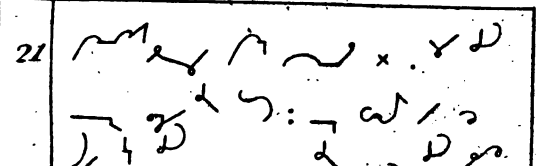
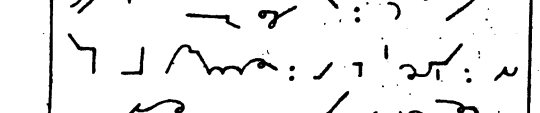
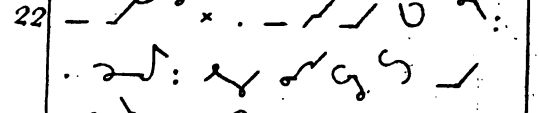
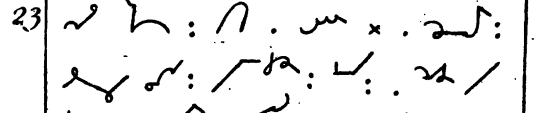


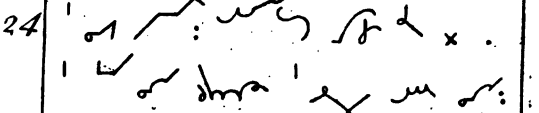


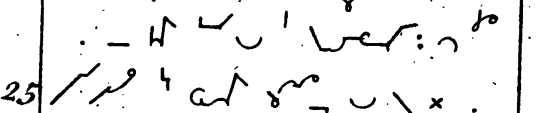
21 

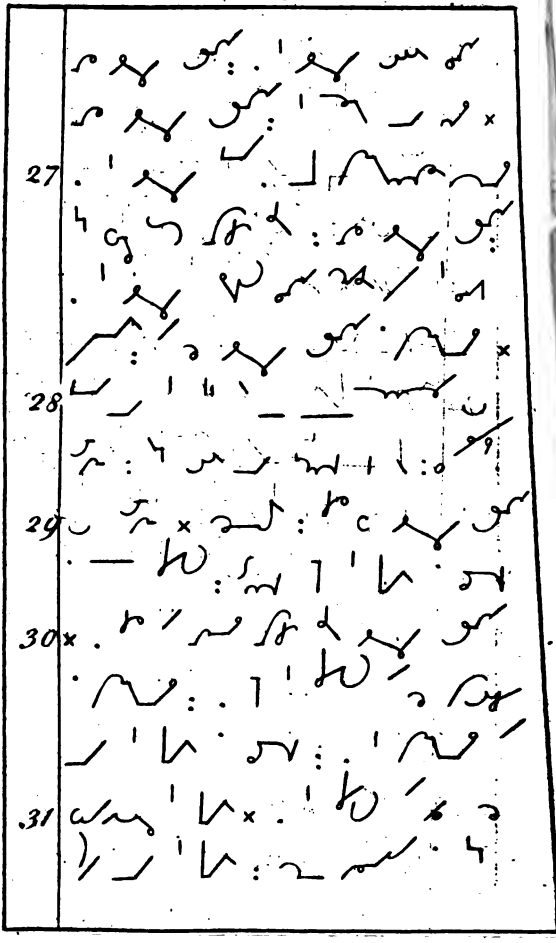
22 

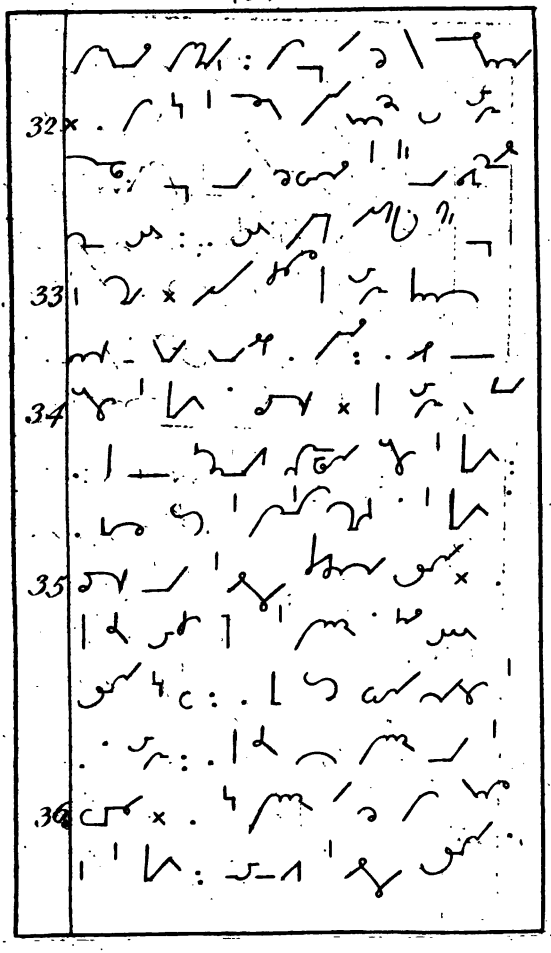
23 

24 

25 

26 





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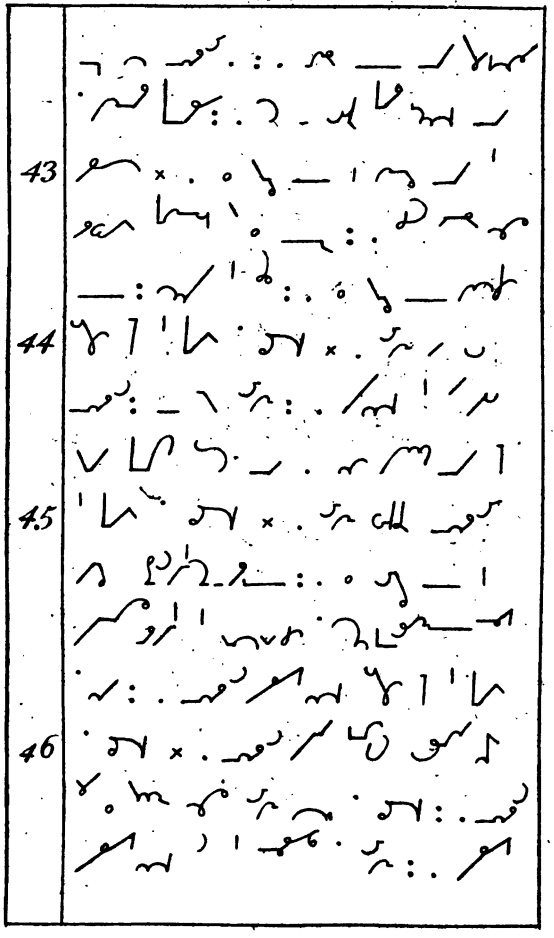

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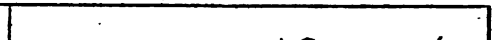
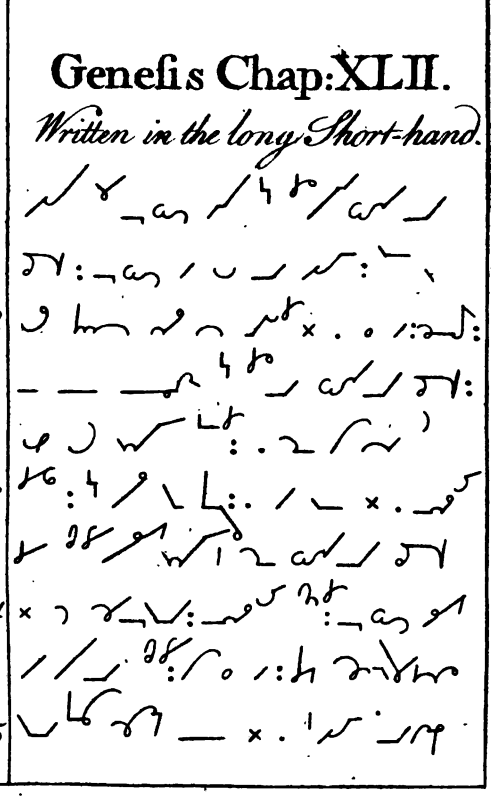
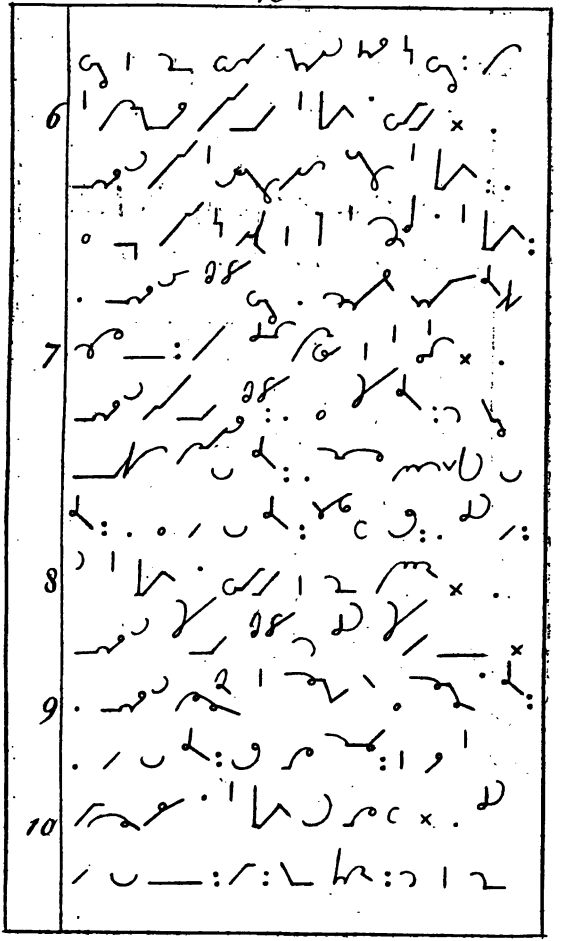


Geneſis Chap: XLII.

Written in the long Short-hand.





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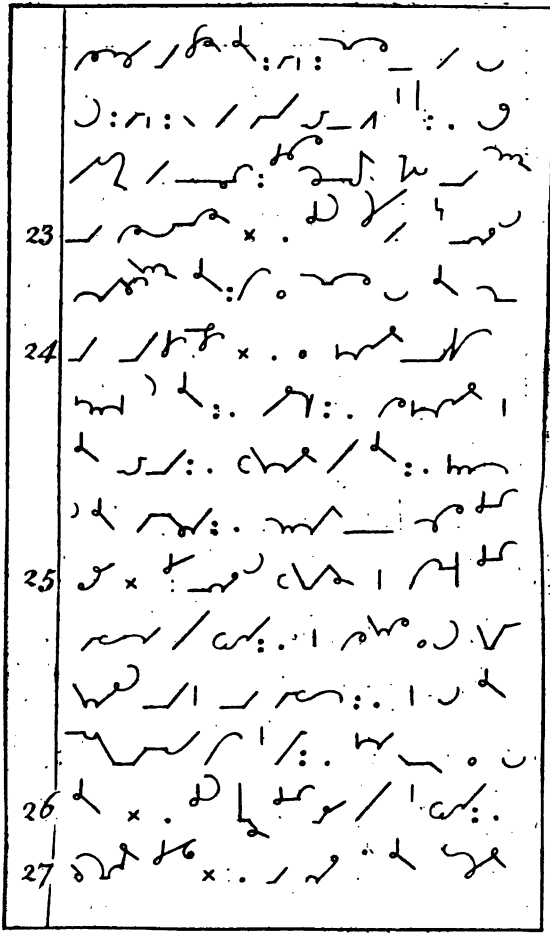

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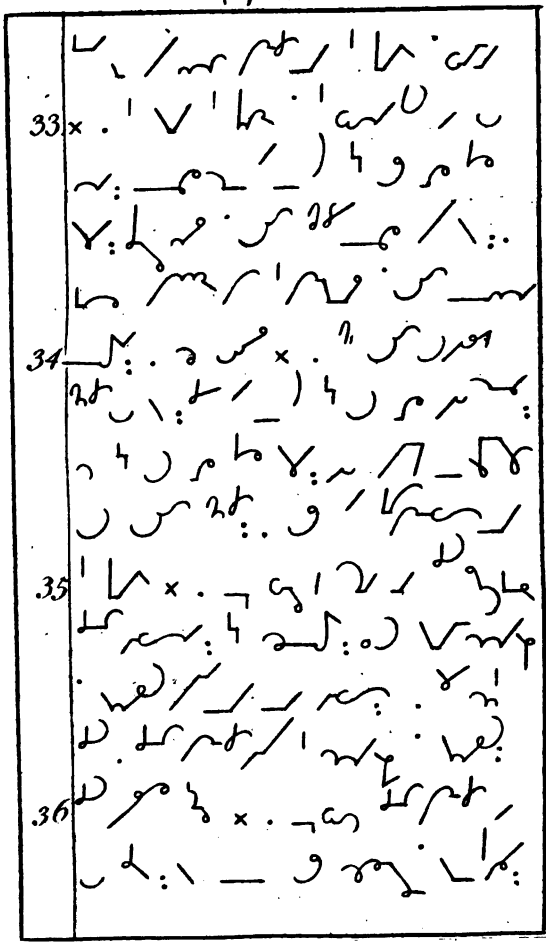
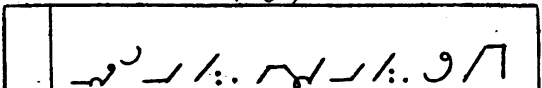
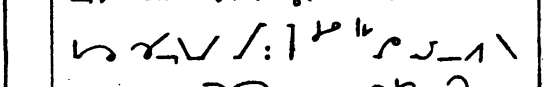
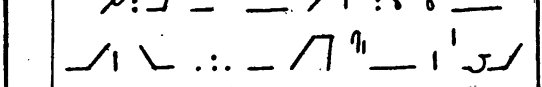
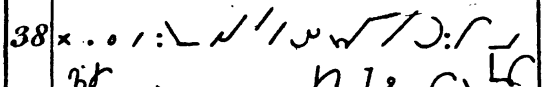




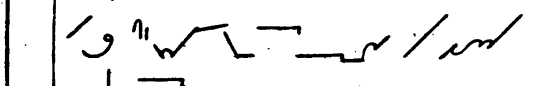
37 

38 



Genesis Chap. XLIII

In the long Short-hand

2 

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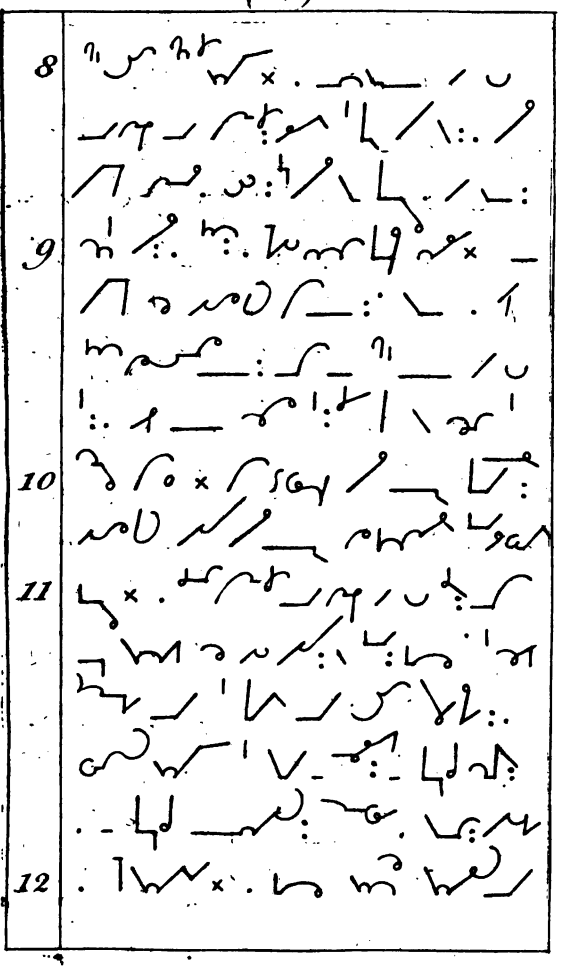
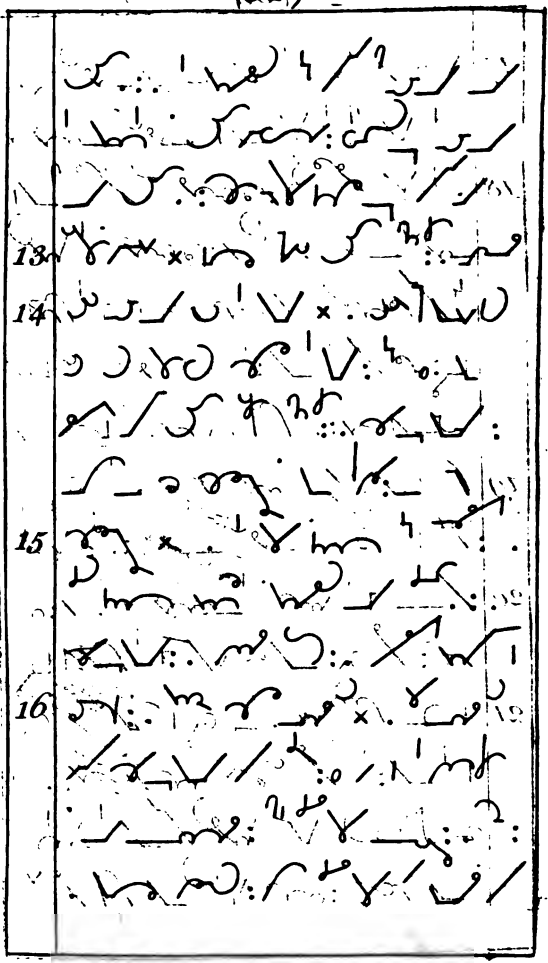
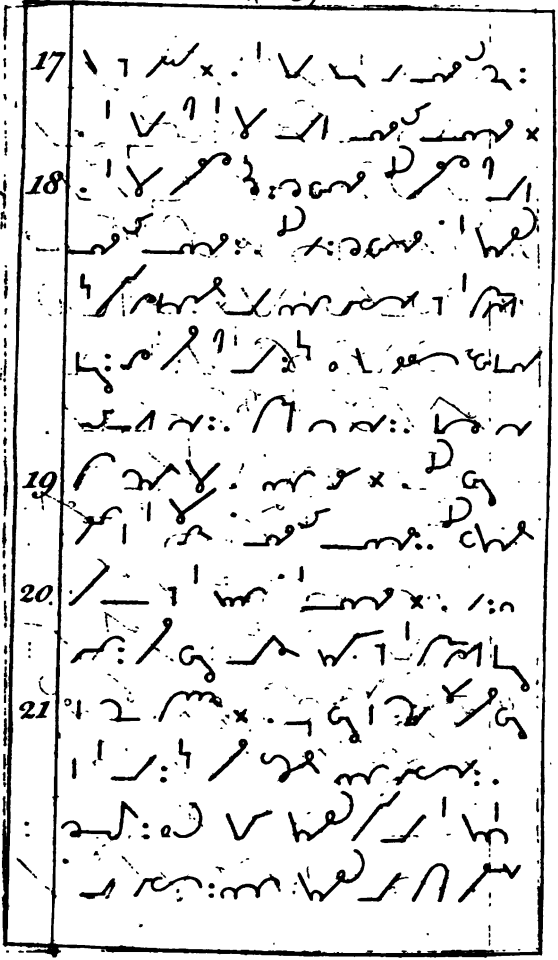
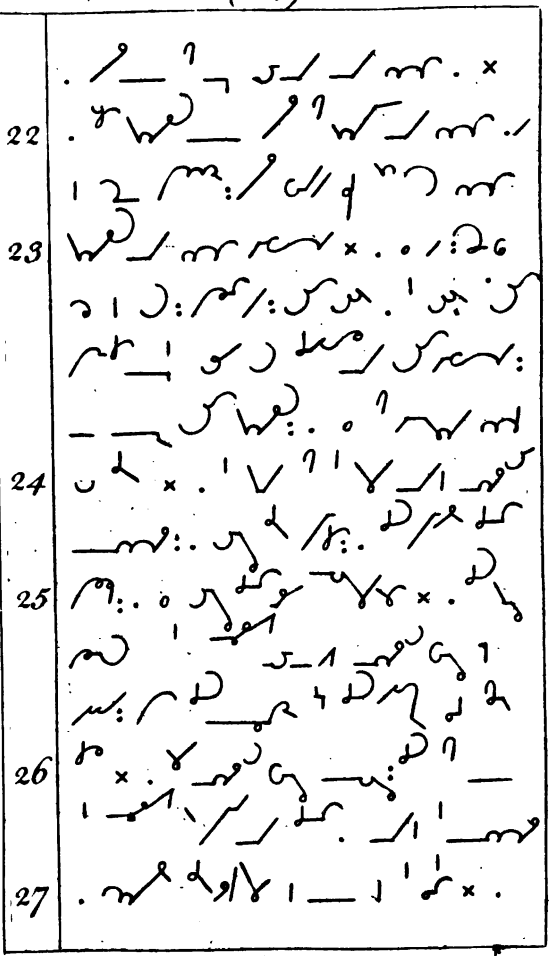
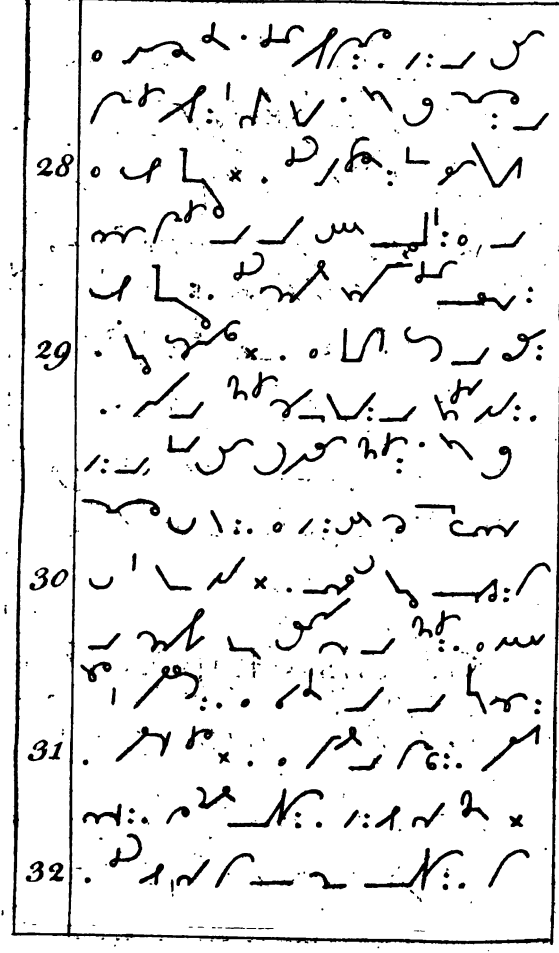
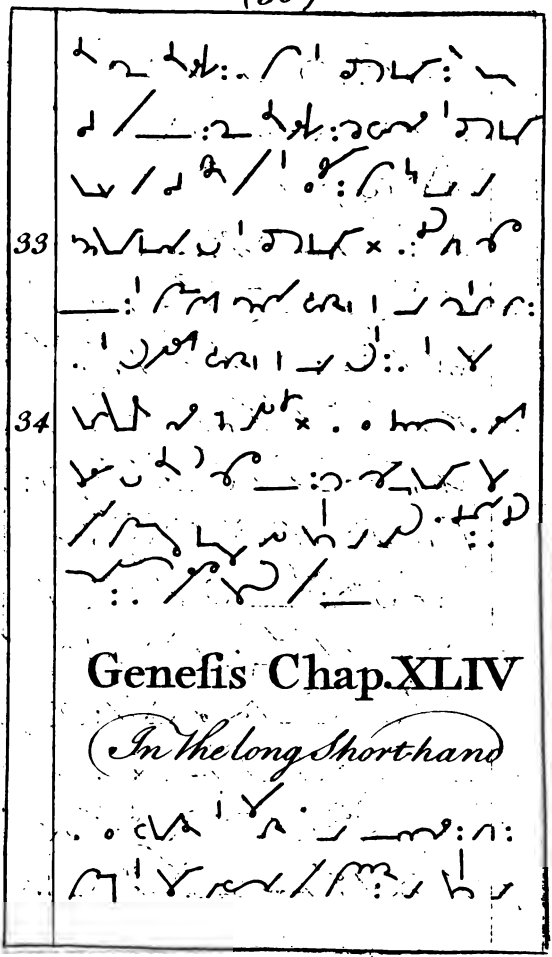






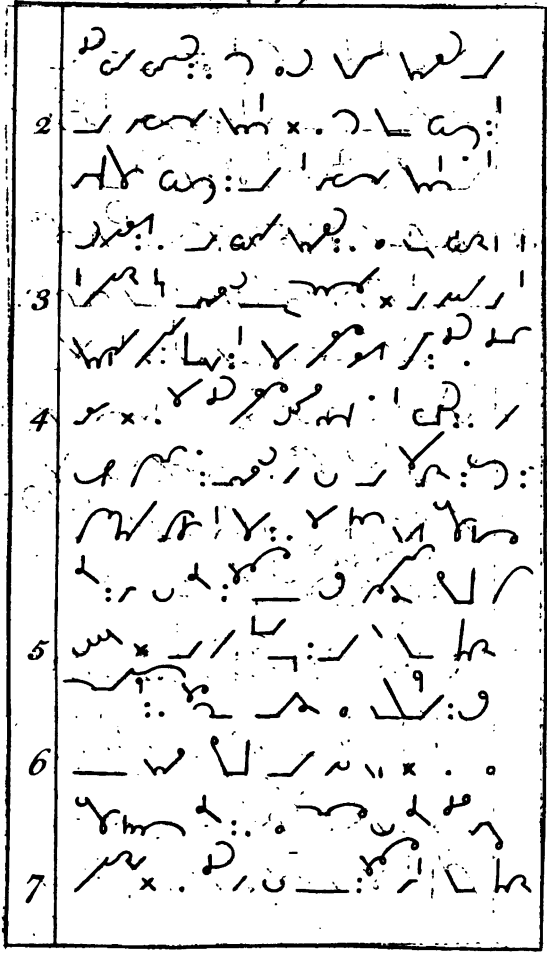






Genesis Chap. XLIV

In the long Short-hand



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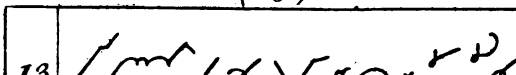

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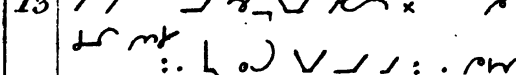

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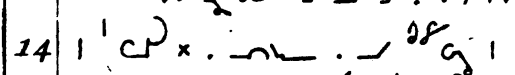

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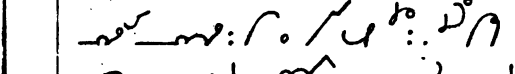

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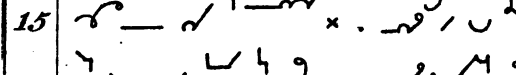

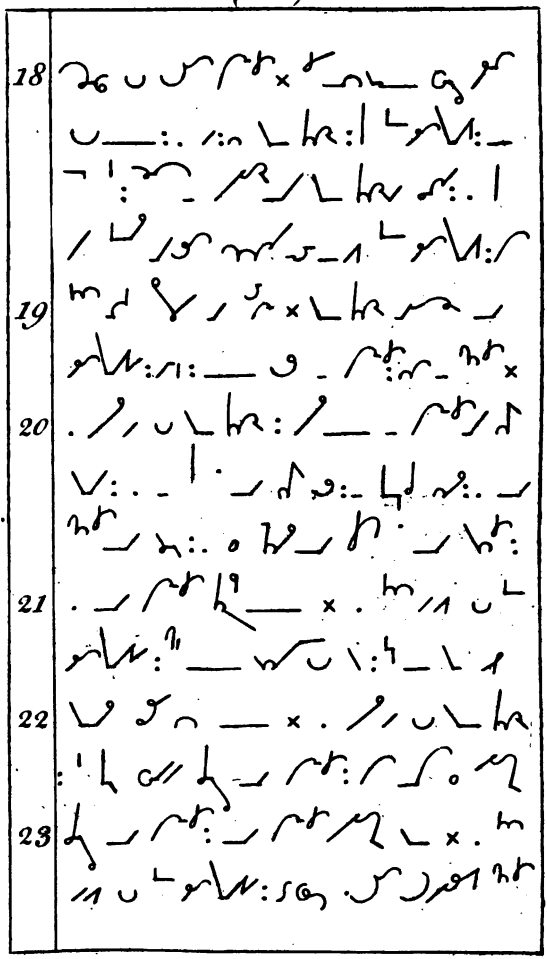

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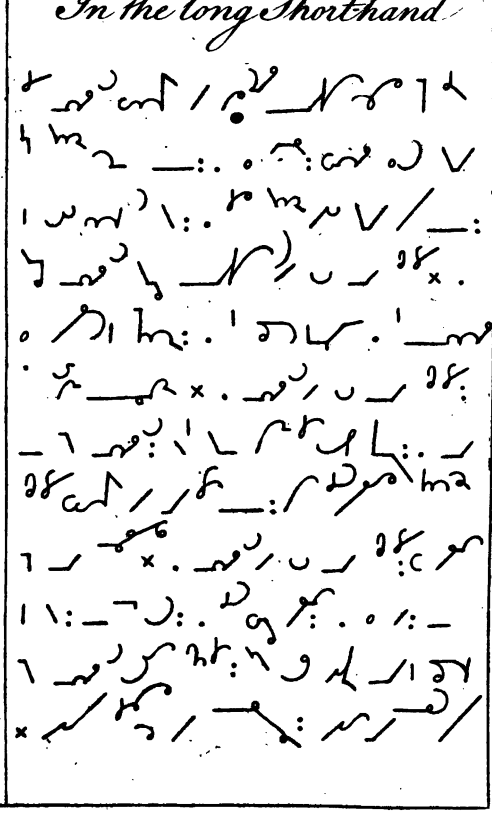
Genesis Chap. XLV

In the long Shorthand



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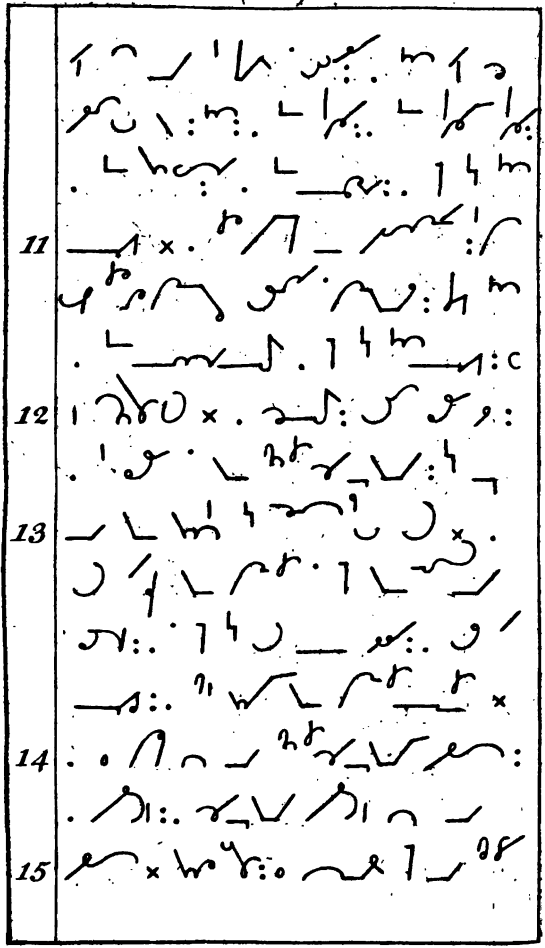

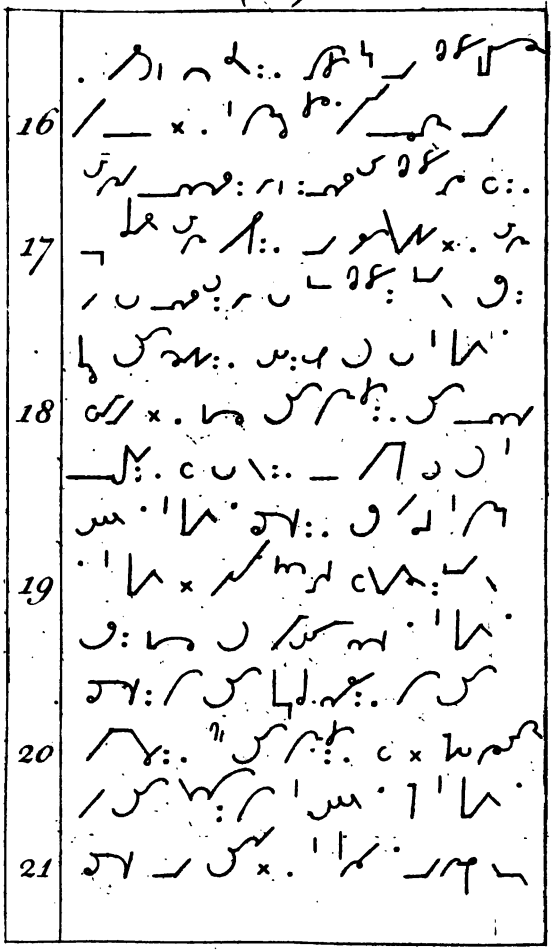

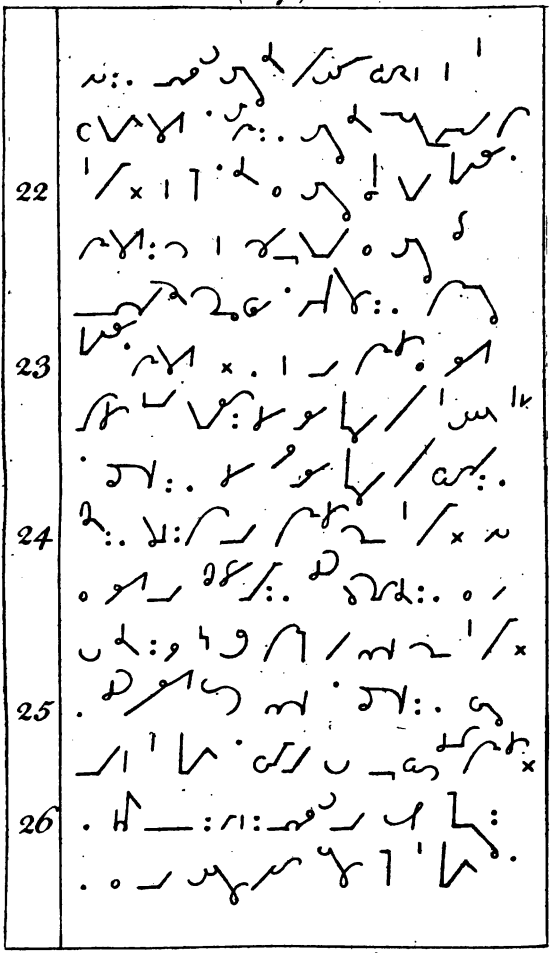

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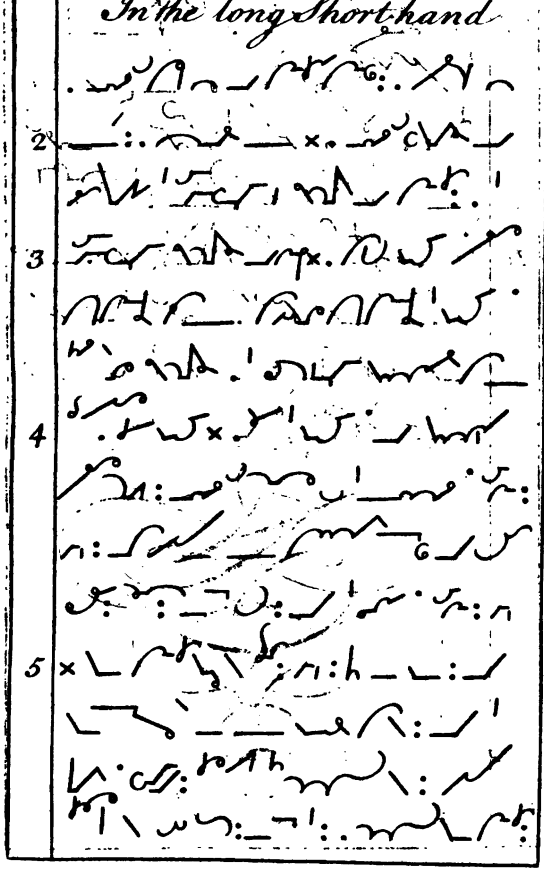
Genesis Chap. L

In the long Shorthand



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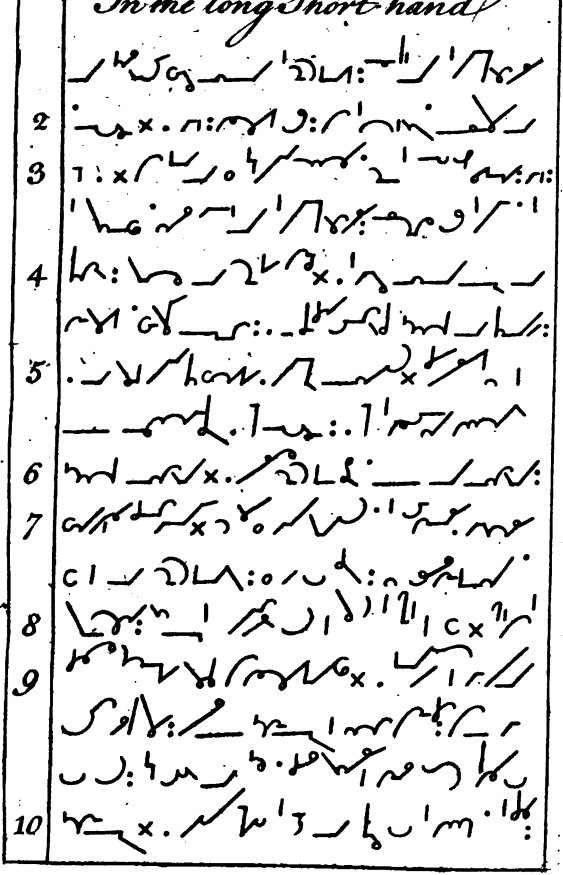
Matthew Chap. III

In the long Short-hand



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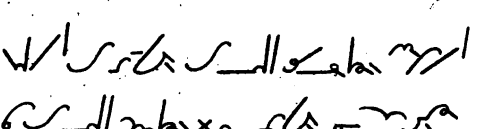
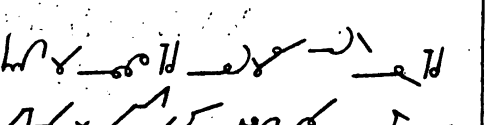
As I have asserted, that my Short-hand has this peculiar advantage of suiting all Languages, I thought it requisite, to give the following Specimens, as incontestible proofs of its being as universal, as I represent it:

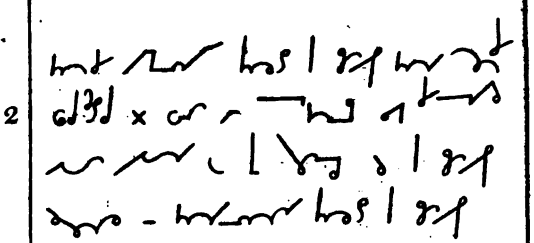
Pſalm CXVII in Welſh



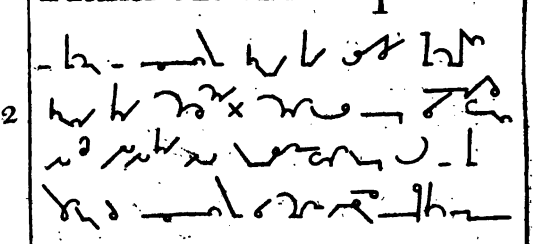
Pſalm CXVII in Dutch



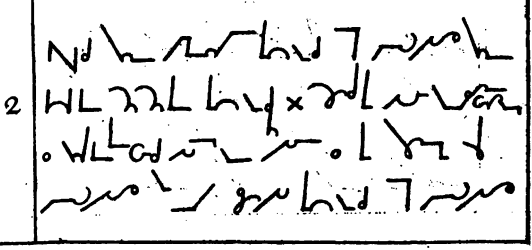
Pfalm CXVII in French



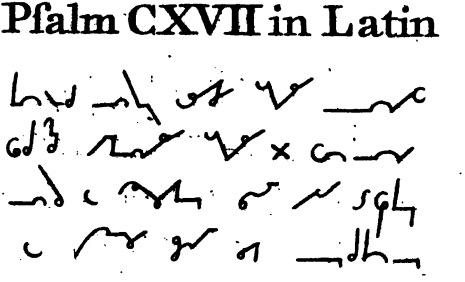
Pfalm CXVII in Spaniſh



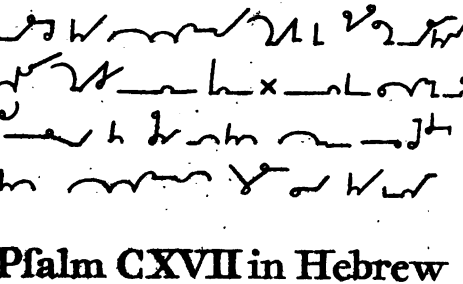
Pfalm CXVII in Italian



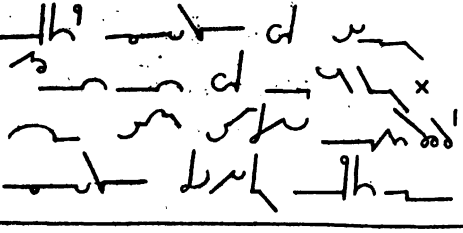
Pfalm CXVII in Latin



Pfalm CXVII in Greek



Pfalm CXVII in Hebrew



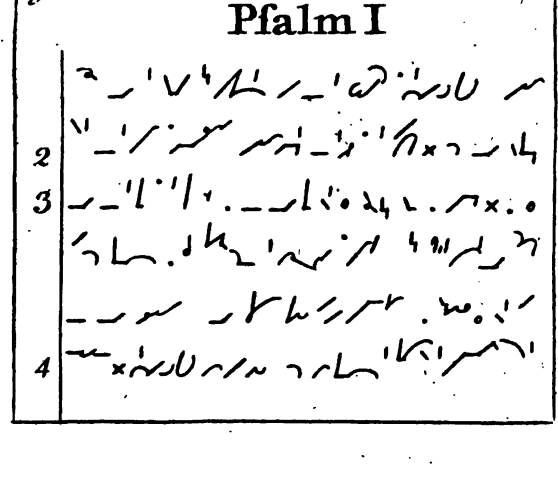
Remarks on the nature of Abbreviations.

It has been observed, that besides ye common Rules already laid down, it is requisite in order to carry Short-hand to its utmost perfection, & enable ye Learner to keep up with the Speaker, to put him into a Method of abbreviating, without having recourse to arbitrary Characters. This Method consists in writing only ye radical Letters of a Word, that is, such Letters, as being pronounced, will give the sound of ye Word for which they stand, as for Instance, n d v r, which sounded Literatim, produce ye Word endeavour, m p h, wch leads to empeach, x s, which clearly marks excess, ye short-hand Characters for those Letters, answers all ye Ends of arbitrary Characters, as ye Reader will perceive, by ye subsequent Specimens, neither does this at all corrupt Orthography, because, when ye short-hand is transcribed, ye quiescent or unsounded Letters, are replaced.

The use of pointing may be supplied, by leaving proper distances agreeable to ye nature of ye Stops, & larger than those usually left between Words, which when it is necessary will save time, without creating Confusion. Whatever difficulties occur at ye first using of these Rules, will be overcome by a little practice, which is all that is requisite, to render this Art familiar and easy.

The following Specimens are Written by your abbreviating Rules, which renders the Method very swift, and yet leaves it quite legible.

Pfalm I



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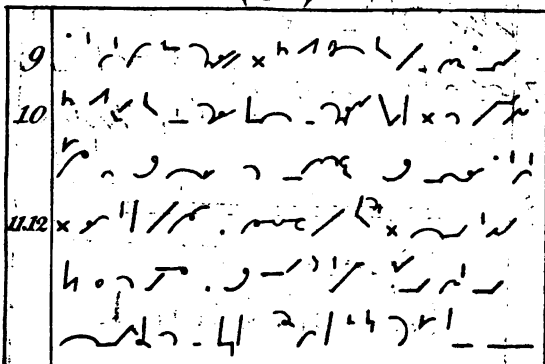

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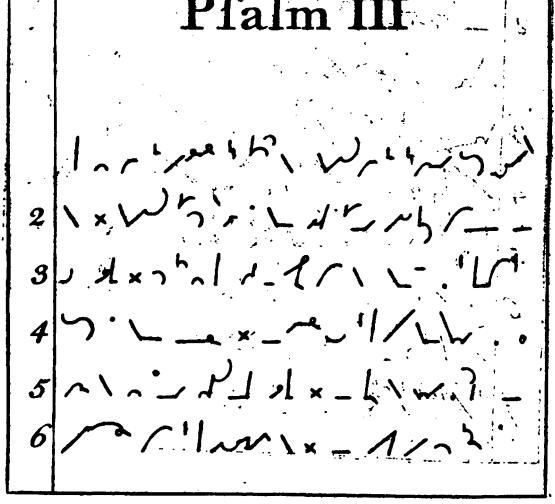
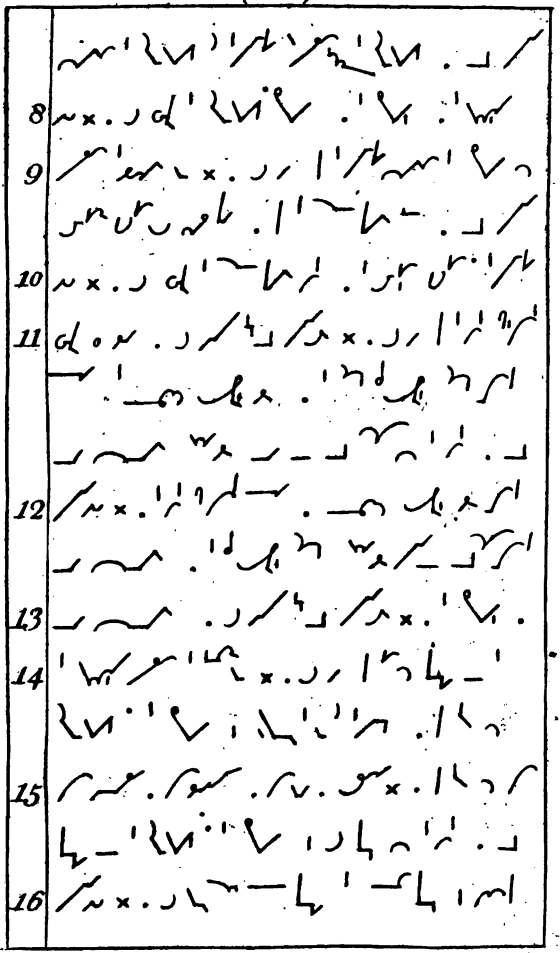
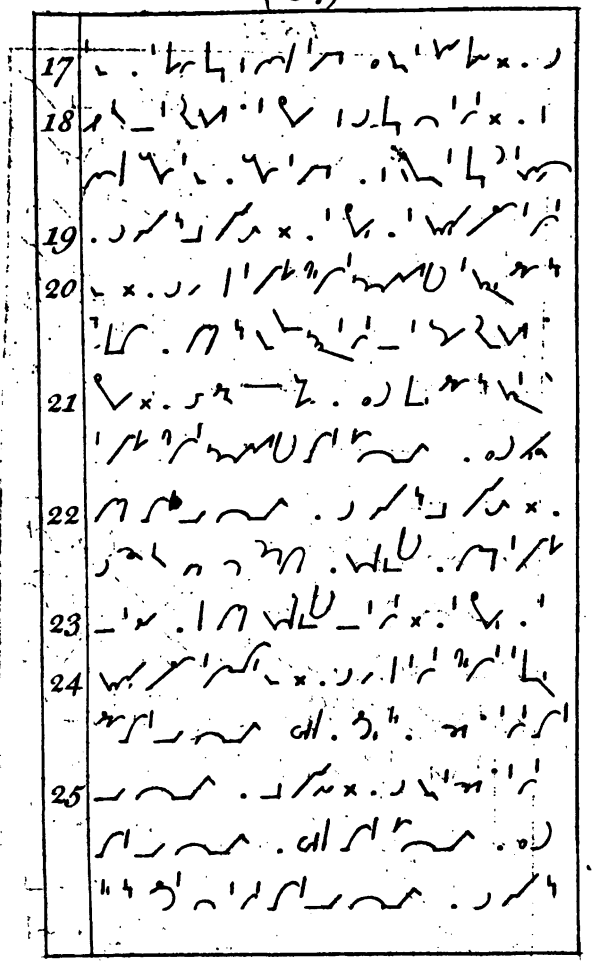


Genefis Chap.I





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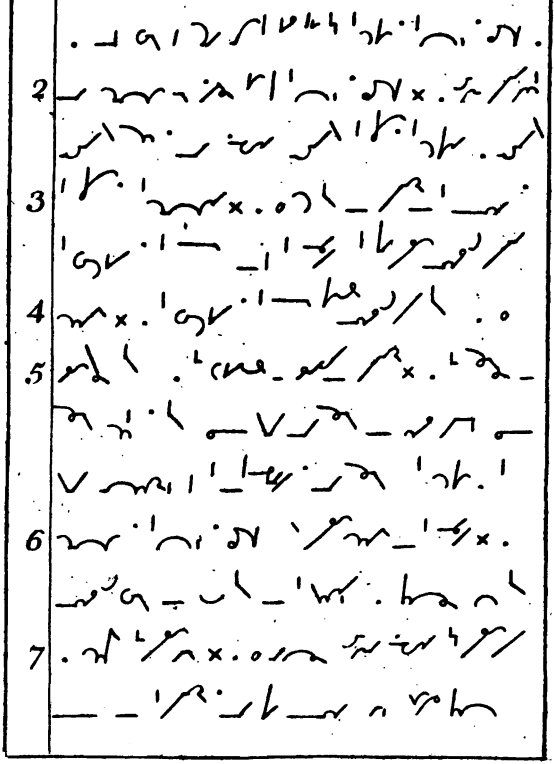
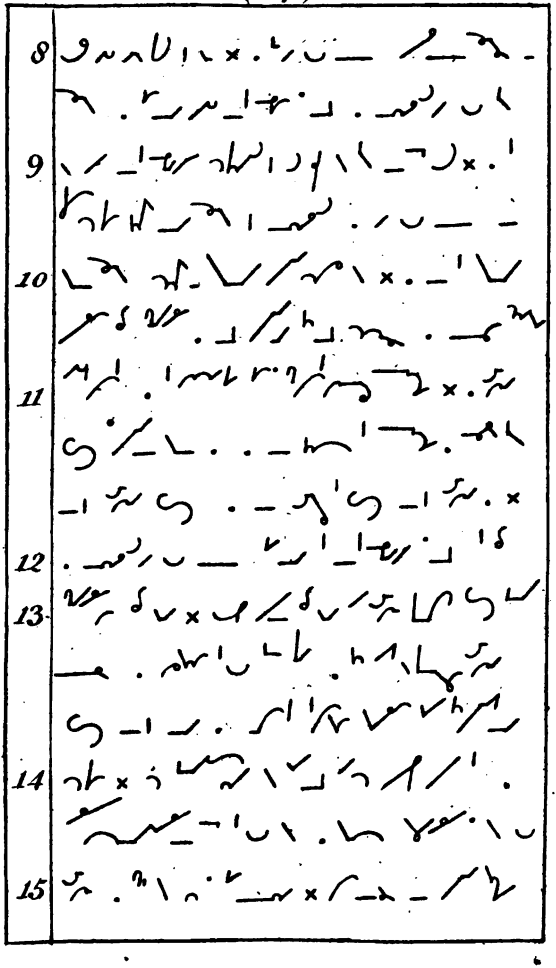
Genesis Chap. XL





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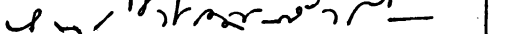
23 

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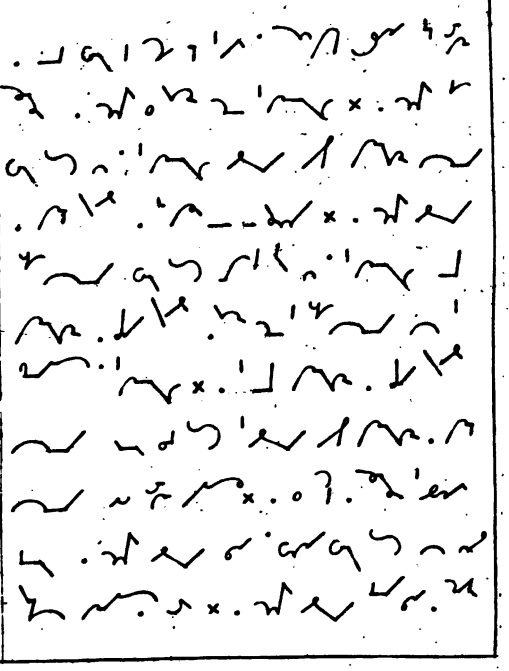

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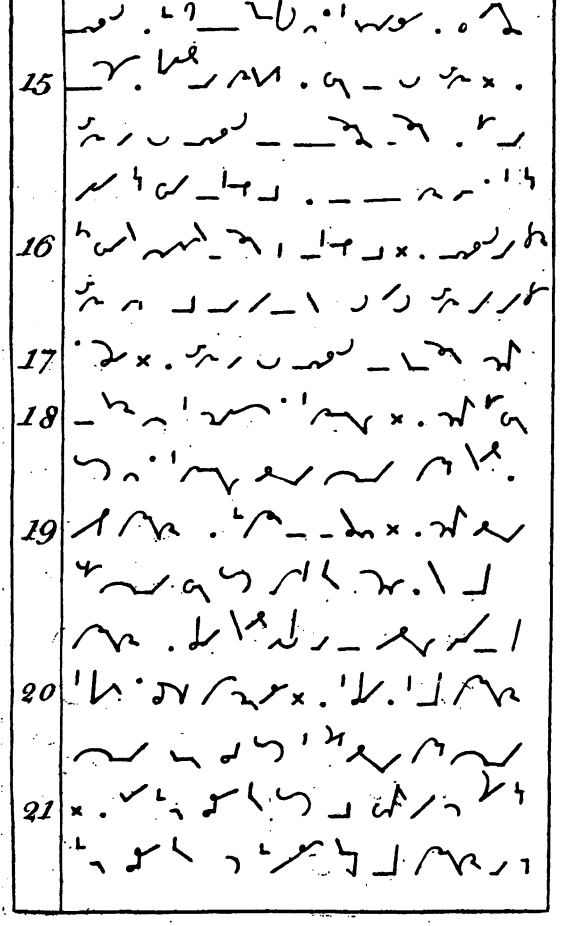

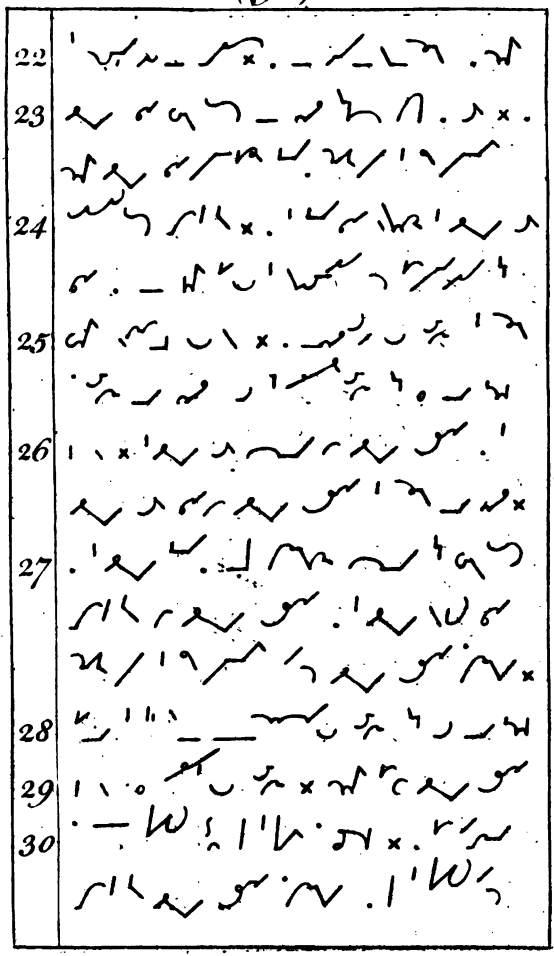

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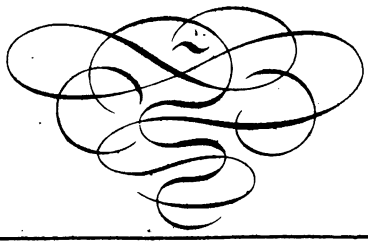

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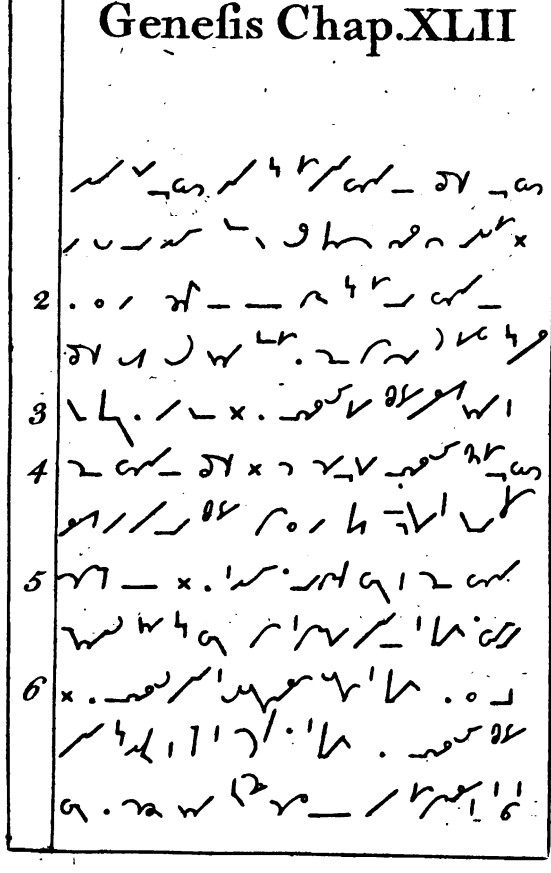

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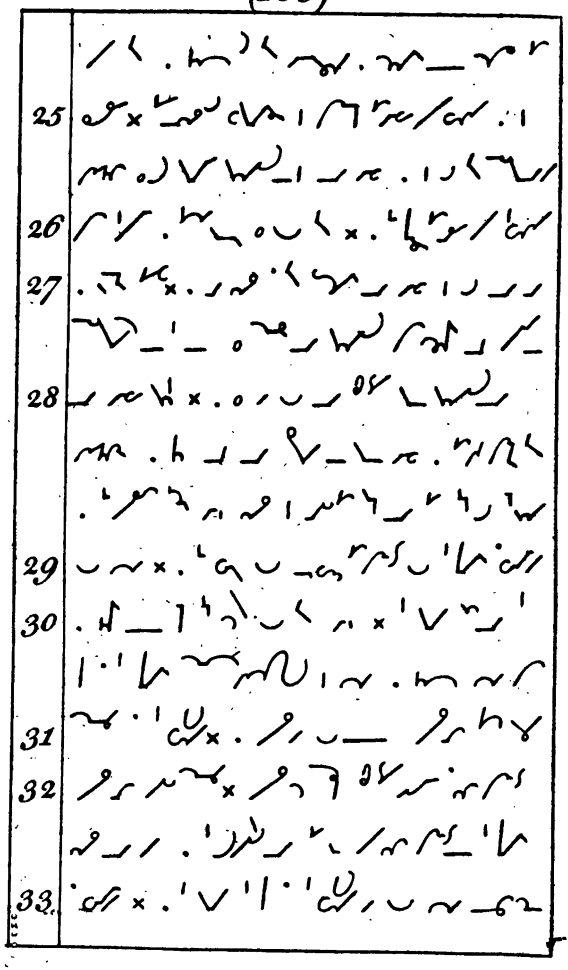

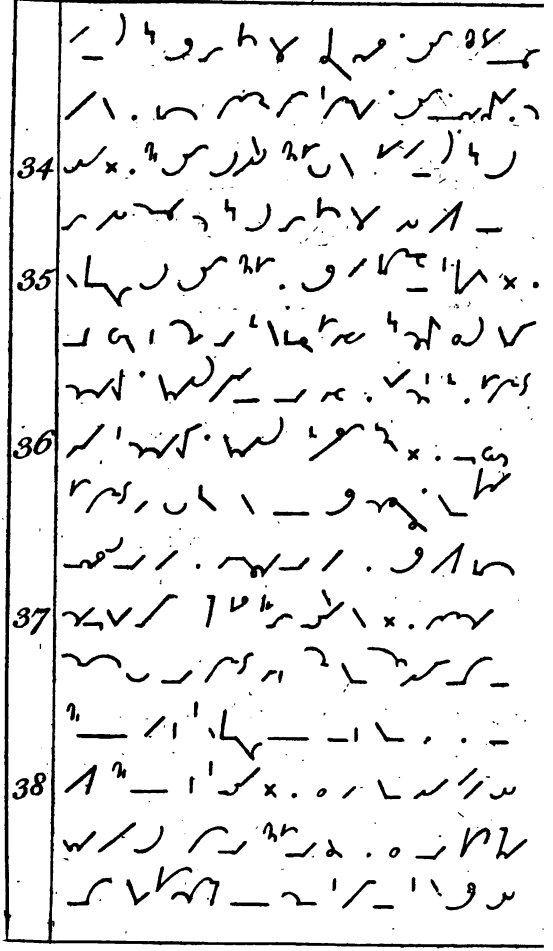

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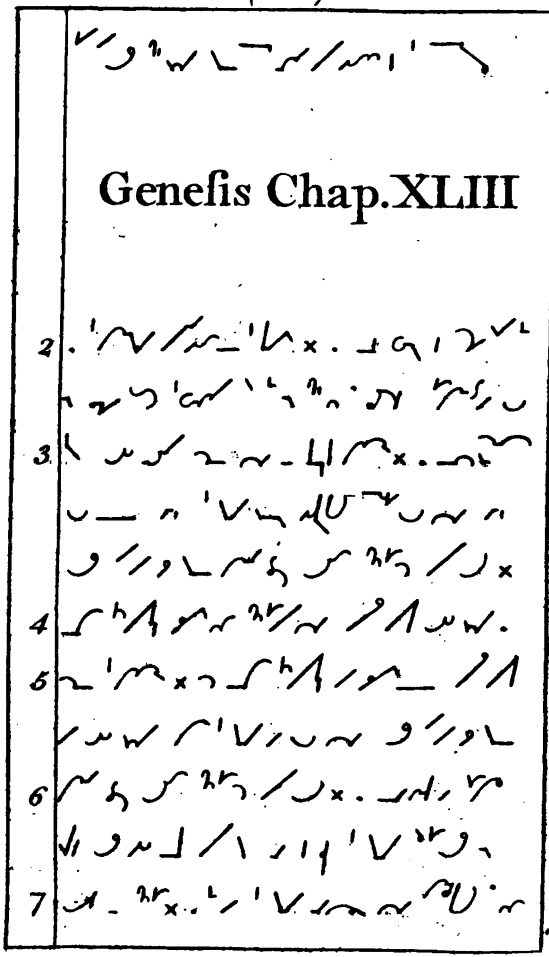

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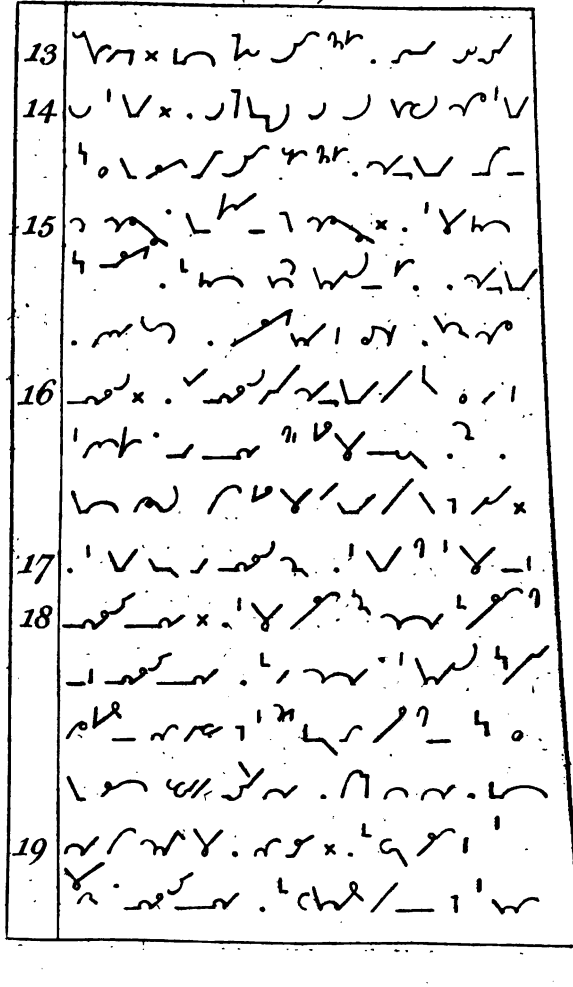

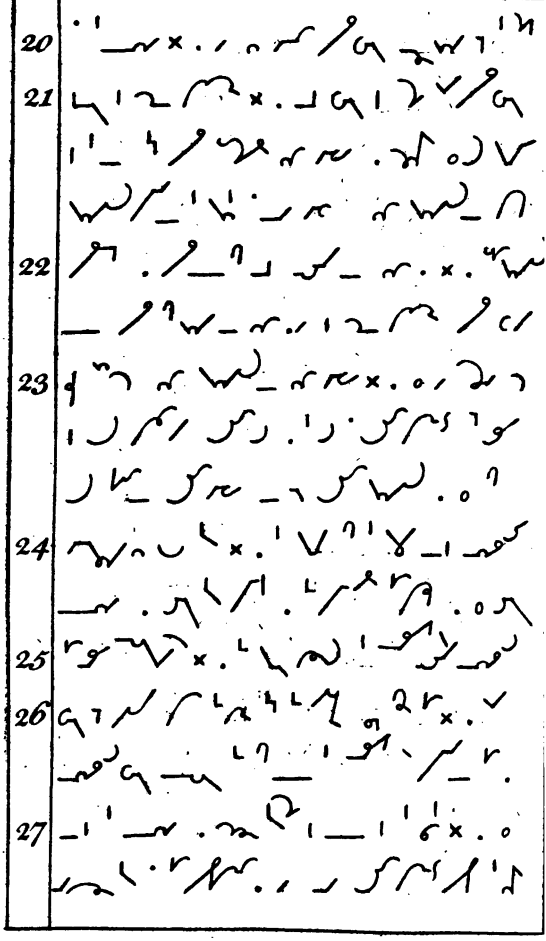

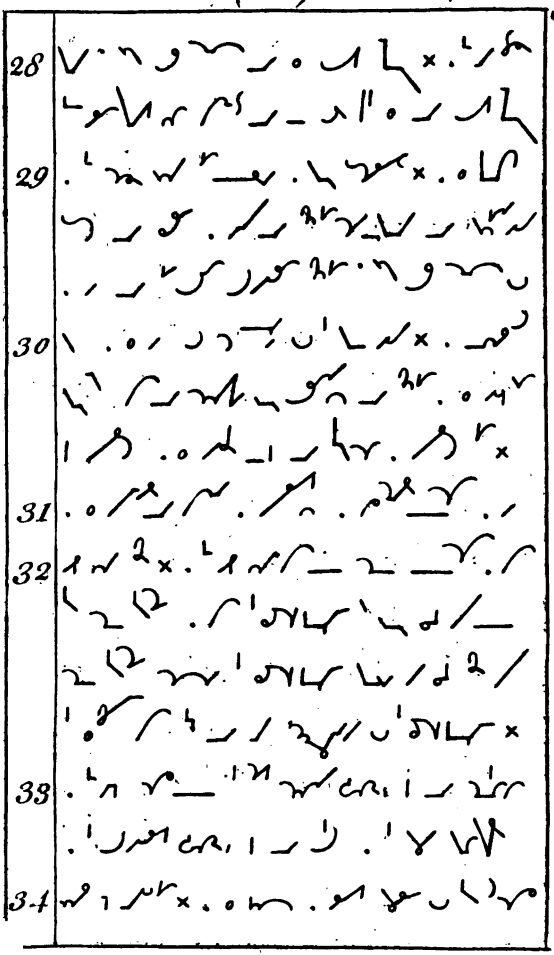

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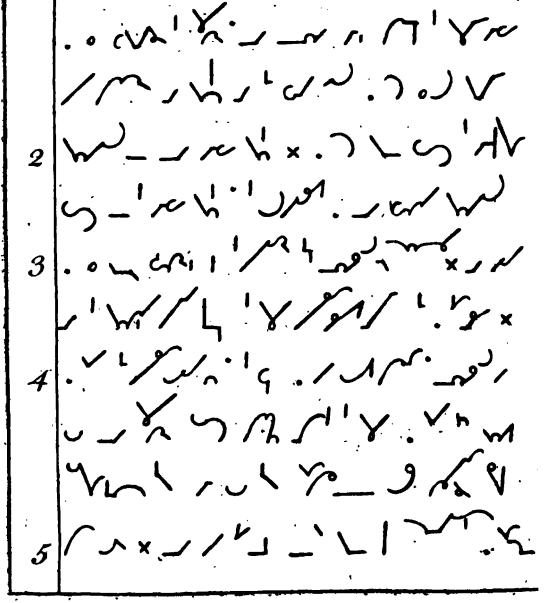

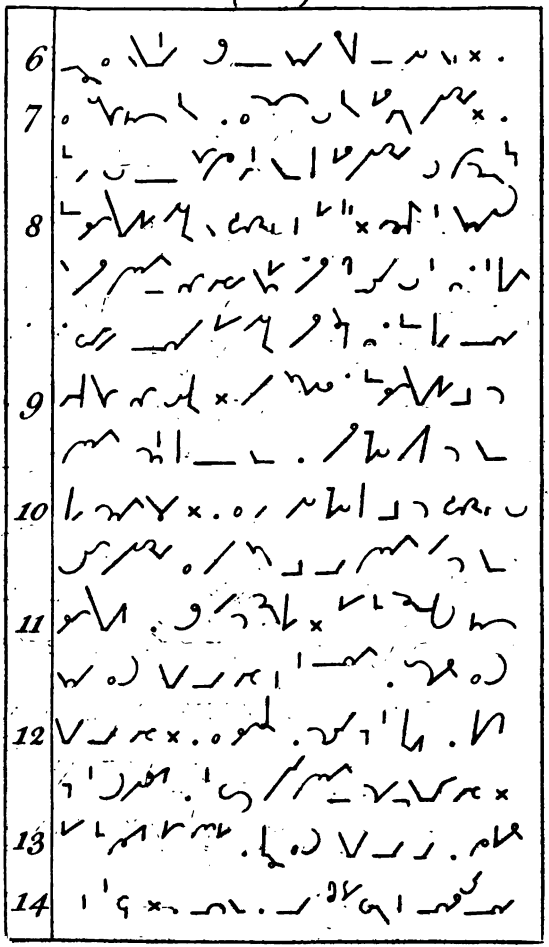

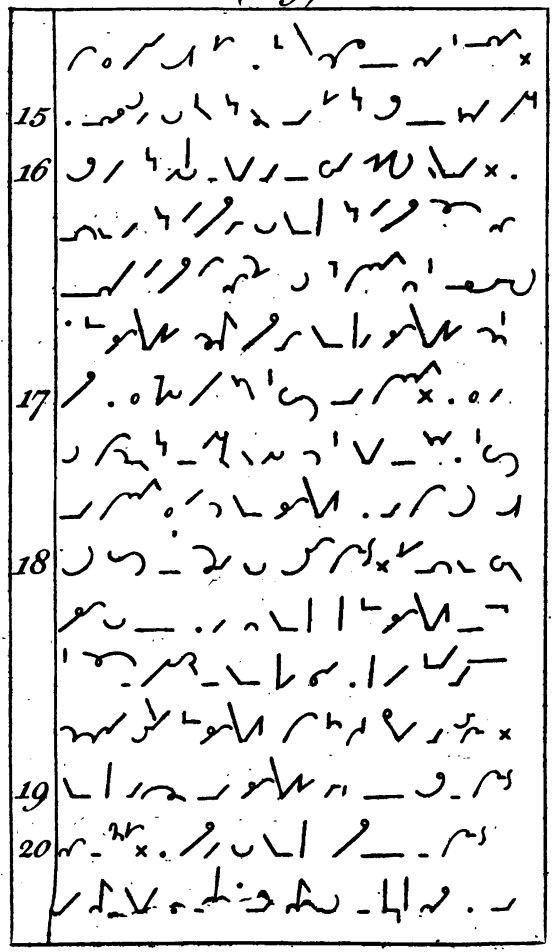

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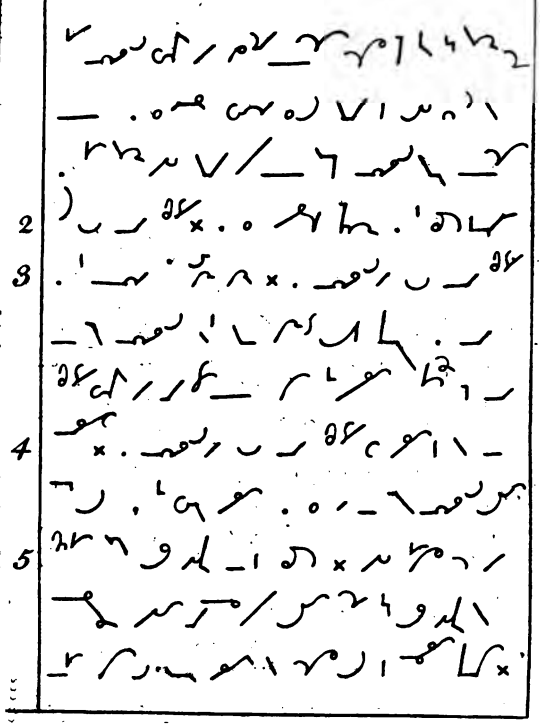

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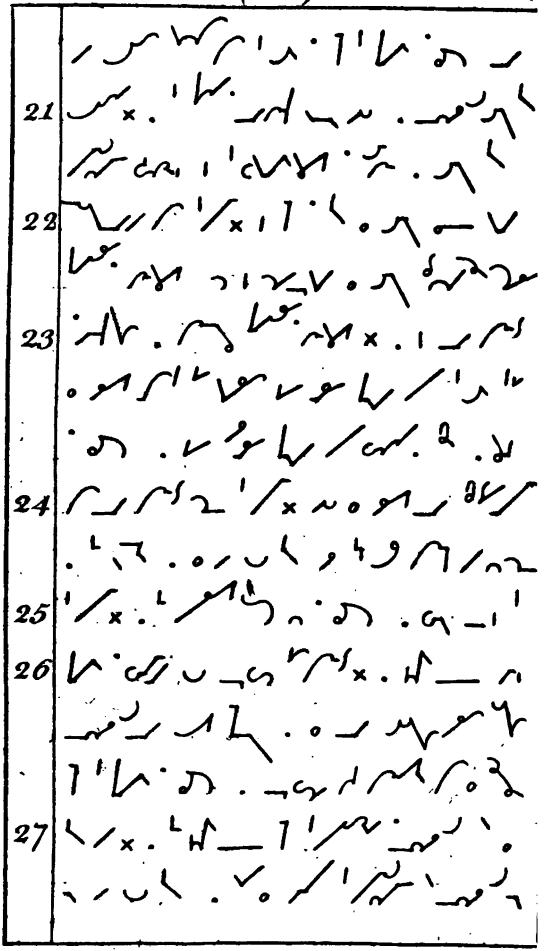

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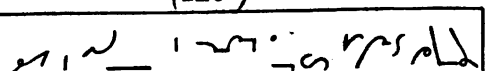

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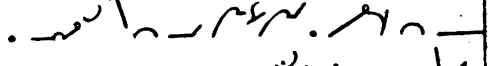
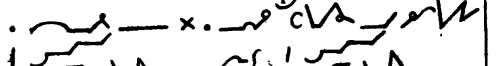
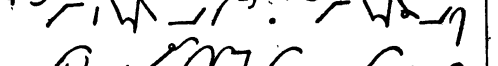
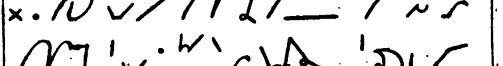
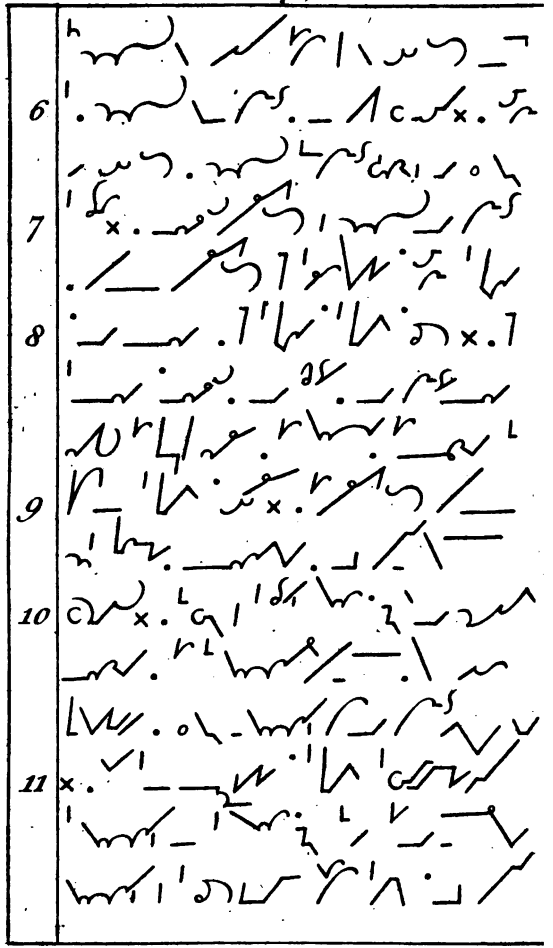
3 

4 



5 



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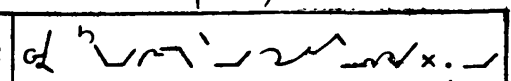

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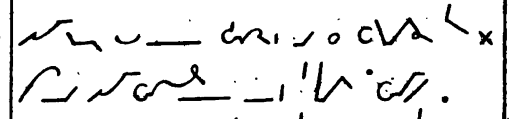

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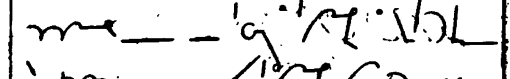

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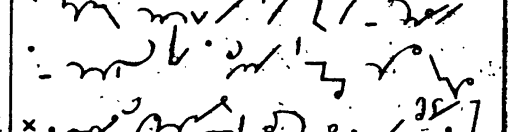

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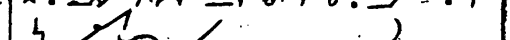

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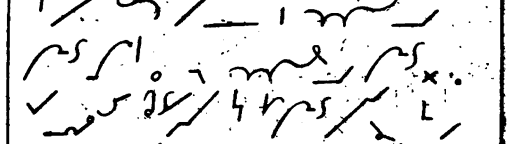

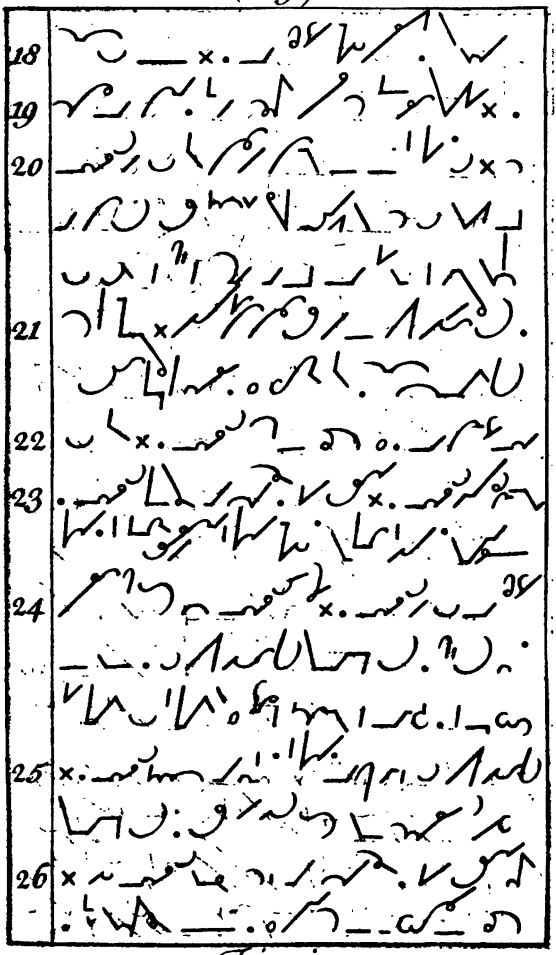

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